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BIBLIOGRAPHIC DESCRIPTION OF RARE BOOKS

Rules Formulated Under AACR 2 and ISBD(A)  
for the  
Descriptive Cataloging of Rare Books  
And Other Special Printed Materials

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Office for Descriptive Cataloging Policy  
Processing Services

*Count AAC*

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## Preface

As rare book catalogers and librarians began in 1977 and 1978 to make preparations for the adoption of the second edition of the Anglo-American Cataloguing Rules (AACR 2), it became apparent that the code's brief section on rare printed materials at the end of its second chapter might benefit from some expansion and elaboration to address in a more complete way the often troublesome questions of rare book description. A comparable reaction to the general provisions of ISBD(G) had already prompted the formation of a special working group within the International Federation of Library Associations and Institutions (IFLA), which had as its goal the preparation of a complementary ISBD that might form the basis for international practice in the description of older materials.

Near the end of 1977, just as work was being completed on AACR 2, the first draft of ISBD(A): International Standard Bibliographic Description for Older Books (Antiquarian) was issued, and a few of its initial provisions were actually incorporated into AACR 2. It was not possible, however, to delay the publication schedule of AACR 2 while this and other ISBD work progressed toward conclusion. As the IFLA Working Group on ISBD(A) (under the guidance of Richard Christophers, British Library) issued succeeding drafts in 1978 and 1979, the Library of Congress and other rare book cataloging agencies in the United States watched the progress of the text with increasing interest, and many institutional and individual responses to the drafts were prepared and forwarded to the Working Group.

The need to have a single cataloging standard, based on AACR 2 but approaching the cataloging of rare materials with the thoroughness of ISBD(A), increased in this country as planning for the North American participation in the Eighteenth-Century Short Title Catalogue (ESTC) commenced, and as the Library of Congress and other institutions around the country began to consider the question of rare book cataloging under AACR 2. The Operational Test of the ESTC (1978, Terry Belanger, Columbia University, School of Library Service, Project Director) addressed the problem, and the Independent Research Libraries Association's Ad Hoc Committee on Standards for Rare Book Cataloging in Machine-Readable Form (1978-79, Marcus McCorison, American Antiquarian Society, Chair) set the same issue high on its original agenda.

It was in this context that the Library of Congress began in June 1979 to prepare these rules for the descriptive cataloging of rare books under AACR 2, combining appropriate sections of Chapters 1 and 2 of those rules as well as the expanded provisions from the most recent--now the final--draft of ISBD(A). In preparing these rules, the Library was aided by the efforts of the Athenaeum Group (John Lancaster, Amherst College Library, Chair), an informal organization made up of administrators and cataloging staff from some dozen New England rare book libraries, which had first met in 1978 at the Boston Athenaeum as an informal adjunct to the IRLA Ad Hoc Committee, and which continued after the completion of the Ad Hoc Committee's work to study questions of rare book cataloging and computerized processing.

In addition, the Library has had valuable advice and comment from the staff of the North American Imprints Program at the American Antiquarian Society, which has assumed responsibility for supplying cataloging records to the ESTC for all 18th-century North American publications and which has already begun applying these rules in draft form.

A number of other libraries and individuals in the United States and Canada commented on earlier drafts of these rules, and the final text reflects many of these contributions.

These rules should be considered the Library of Congress' interpretation of AACR 2 Chapter 2 for its own cataloging of older printed materials. It is expected that the text may require revision over the course of time and comments on it from other institutions are welcomed.

\* \* \*

These rules must be seen as supplementary to AACR 2. As stated in provision 0A, "Scope and Purpose," the general rules for the description of books, pamphlets, and printed sheets contained in AACR 2, Chapter 2 may be appropriate for some older or rare materials, depending on the policy of the cataloging institution. Even for publications cataloged under these rules, the text of AACR 2 proper must be applied for all aspects other than description (i.e., choice and form of access points, capitalization, etc.)

An important feature of these provisions for bibliographic description is that elements of data from a publication are generally transcribed as they appear, frequently without transposition or the other forms of intervention practiced by catalogers of ordinary books under AACR 2. This tendency requires that rare book catalogers be alert to the AACR 2 provisions for uniform titles and added entries as a means of making their records as accessible as those in which transposition, etc., occurs. For example, rule 1B2 says that subsidiary titles, etc., preceding the chief title should be transcribed in this position. In such cases, a uniform title should be assigned so that the record will file under the chief title; a title added entry should also be made for this chief title. Conversely, rule IF for single sheet publications allows the transcription of a genuine chief title (an unusual occurrence with such material) with the omission of elements preceding this title on the sheet. A title added entry beginning with the words omitted is then essential so that anyone who does not recognize the chief title chosen by the cataloger may still have access to the record. These are merely two examples. The cataloger should be mindful of any such situations that require adding the proper access points to the bibliographic descriptions created under these provisions.

#### ACKNOWLEDGMENTS

Many individuals have contributed to the production of these rules. Lucia J. Rather, Director for Cataloging, Processing Services, Library of Congress, encouraged the effort from the start and gave generously of her time and knowledge to answer major policy questions raised by the committee she appointed to do the work. The committee was made up of present or former members of the Library of Congress staff, as follows: Stephen Paul Davis, Robert B. Ewald, Kay D. Guiles, J. William Matheson (also a member of the IFLA Working Group on ISBD(A)), Marion Schild, Roger J. Trienens, and Ben R. Tucker (Chair). Of equal importance to the Library of Congress committee was the fact that many individuals and institutions in the United States and Canada took time to comment on the draft of these rules, thereby sharing their expertise

and knowledge with us. I must mention specially the contributions made by the American Antiquarian Society and by the Athenaeum Group. In addition, I would like to acknowledge the cooperation and constructive criticism offered by Richard Christophers (British Library), who served as chair of the IFLA Working Group on ISBD(A). Finally, many thanks must go to Lisa Cockran for the long hours she spent at the Lexitron preparing this manuscript for publication.

Ben R. Tucker  
Chief, Office for Descriptive  
Cataloging Policy





## 0. GENERAL RULES

### 0A. Scope and purpose

These rules are based on the Anglo-American Cataloguing Rules, second edition (AACR 2) and on ISBD (A) : International Standard Bibliographic Description for Older Books (Antiquarian). They are for the description of any printed books, pamphlets, broadsides, and single sheets requiring special description. There are three categories of material that may be treated under these special rules. The first of these is based on the date of printing of the publication: for example, publications from countries following European conventions in bookmaking often need special rules if they were printed before the 19th century. The second category is based on the place of origin, particularly when the publications are printed by hand or by methods continuing the tradition of the hand-printed book. The third is based on the administrative policy of the institution, which may choose to catalog some or all of its holdings at a more detailed level of description than that provided for in AACR 2.

Not all old or rare books will necessarily require cataloging under these rules <sup>1/</sup>. The general rules for the description of books, pamphlets, and printed sheets (AACR 2, Chapter 2) may also be appropriate for cataloging such materials, especially if the publication in hand can be readily identified by a bibliographic reference.

### 0B. The basic description

0B1. The description must always include the following elements, regardless of the completeness of the information available: title proper, date of publication, extent of item, size of item. Also include other elements of description as set out in the following rules whenever they are available.

0B2. In general, base the description on the copy in hand. If the copy being cataloged is known to be imperfect, however, and the details of the description of a perfect copy can be determined with certainty, use information about the perfect copy in the record for the copy being cataloged. In such cases, details about a perfect copy should be verified by examining one or more additional copies of the publication, or by referring to a description in a reliable bibliography, preferably one based on an examination of several copies. Use bracketing conventions as if the copy being cataloged were perfect.

If the copy being cataloged is imperfect and no reliable description is available, describe the copy as it is. Use the mark of omission enclosed in square brackets to show lacunae in the source of information if this helps to explain the incompleteness of the transcription. If missing or obscured letters or words can be reconstructed with some certainty, include these in

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<sup>1/</sup> The Library of Congress will apply these rules consistently to books published before 1801. For later publications, the Library of Congress will generally apply AACR 2 proper.

the transcription, enclosing them in square brackets. Use the note area to justify such additions and to provide explanations, conjectural readings of the data, etc.

0C. Chief source of information (title page)

0C1. The chief source of information for a publication other than a broad-side or a single sheet (see 1F) is the title page, or, if there is no title page, the source from within the publication that is used as a substitute for it. If information traditionally given on the title page is given on two facing pages or on pages on successive leaves, with or without repetition, treat these pages as the title page.

0C2. If the publication has more than one title page, choose one as the basis of the description according to the following guidelines, applying the first applicable criterion.

(a) If the title pages present the publication in different aspects (e.g., as an individual item and as part of a multipart item), prefer the one that corresponds to the aspect in which the publication is to be treated.

(b) If the publication is in more than one volume, each of which has a title page, use the title page in volume one (or the lowest numbered volume if volume one is not available).

(c) If the publication is in one volume and the chief difference between multiple title pages is imprint date, choose the one with the latest date.

(d) If the publication is in one volume and the chief difference between two title pages is that one is letterpress and the other is engraved, choose the letterpress title page.

(e) If the publication has the same title page in more than one language or script, choose the title page that is in the language or script of the main part of the publication.

For any case not covered by the above provisions, apply the following guidelines:

(a) If two title pages face one another, choose the right-hand one (the one on the recto of its leaf).

(b) If two or more title pages follow one another, choose the first one.

Indicate in a note the title page chosen as the chief source of information if other than the usual title page, or, in a multivolume monograph, if it is other than the title page of the first volume.

0C3. For publications issued without a title page (and for publications issued with a title page when the title page is missing and no reliable



description of it is available), if a single title proper is available in a single source within the publication, use this source as the title page substitute. If the same title proper is available in more than one source within the publication, choose as the title page substitute the source that supplies the most additional title page information. If different titles, or differing forms of the same title, appear within the publication, select one title proper according to 1B2 and use its source as the title page substitute. If for any reason this last mentioned criterion does not settle the issue, choose as the title page substitute one of the following, according to the order given:

- a source within the preliminaries or the colophon
- a source elsewhere within the publication
- a source anywhere

Indicate in a note the source chosen as the title page substitute.

Hereafter in these rules, "title page" means "title page or title page substitute."

#### 0D. Prescribed sources of information

The description is divided into areas and each area is divided into a number of elements as set out in the particular rules. For each area of the description (see the listing below), certain sources of information are specially indicated. Transcription of data from other sources is possible, depending on the particular rules, but enclose these data from other sources within square brackets. The fact that data have been transcribed from one of the special sources, therefore, is indicated by the absence of square brackets. For the sole purpose of applying the convention of bracketing, these special sources are designated "prescribed sources." (For the preferred order of sources of information, see the particular rules for each area.)

<u>Area</u>	<u>Prescribed Sources of Information</u>
Title and statement of responsibility	Title page
Edition	Title page, other preliminaries, and colophon
Publication, distribution, etc.	Title page, other preliminaries, and colophon
Physical description	The whole publication
Series	The whole publication
Note	Any source
Standard number and terms of availability	Any source

In all cases in which data for the first three areas are taken from elsewhere than the title page, make a note to indicate the sources of the data.

The prescribed source of information for a single sheet publication in all the areas of the description except the note area and the standard number and terms of availability area is the entire sheet, both recto and verso. For the remaining two areas, information may be taken from any source without bracketing.

## 0E. Punctuation

Precede each area other than the first by a period-space-dash-space (. -- ) unless the area begins a new paragraph.

Precede or enclose each occurrence of an element of an area with standard punctuation as prescribed in these rules.

Precede each mark of prescribed punctuation by a space and follow it by a space, except for the comma, period, and opening and closing parentheses and square brackets. The comma, period, and closing parenthesis and square bracket are not preceded by a space; the opening parenthesis and square bracket are not followed by a space.

Precede the first element of each area, other than the first element of the first area or the first element of an area beginning a new paragraph, by a period-space-dash-space. If paragraphing is used, end paragraphs with normal punctuation (usually the period).

If desired, record all of the punctuation that is found in the sources of information. When this punctuation is recorded, always give the prescribed punctuation as well, even if this results in double punctuation. When the original punctuation mark and the prescribed punctuation mark are the same, give only the prescribed punctuation mark. In the later case, optionally, give both the original and the prescribed punctuation marks 2/.

### On title page:

Les pommes de terre, considérées relativement à la santé  
& à l'économie: ouvrage dans lequel on traite aussi du froment  
& du riz; par M. Parmentier.

### Transcribe:

Les pommes de terre, considérées relativement à la santé & à  
l'économie : ouvrage dans lequel on traite aussi du froment & du riz  
/ par M. Parmentier

When an element of description ends with an abbreviation or other word or character followed by a period, and the prescribed punctuation following that element is a period, do not give the period indicating abbreviation, etc.

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2/ The Library of Congress will generally follow conventions of modern punctuation in transcribing information under these rules. In cases in which the application of ISBD punctuation would result in double or duplicate punctuation, the mark of punctuation in the source will be omitted.



A true historie of James Gulden, Esq. — Edinburgh :  
[s.n., 1801]  
not A true historie of James Gulden, Esq. . — Edinburgh :  
[s.n., 1801]

Indicate omissions by the cataloger by the mark of omission (...).  
Indicate lacunae in the source affecting part of an element by the mark of omission enclosed in square brackets.

When an entire element or area is not present in the source, hence not transcribed, omit the corresponding prescribed punctuation from the transcription. Do not indicate the omission of an entire element or area by the mark of omission.

When omitting information from the source that is not considered part of any area (i.e., pious invocations, etc.; cf. 1A2), do not use the mark of omission.

Record the mark of omission with a space on both sides of it. If the mark of omission precedes a period, omit the period, even if it is prescribed punctuation.

[title] / [statement of responsibility] ... [title] /  
[statement of responsibility]

[title]. ... — [edition statement]

Do not transcribe a mark of punctuation that precedes the mark of omission unless it is a mark of abbreviation or of final punctuation (e.g., a period or a question mark).

By His Excellency Jonathan Trumbull, Esq; ...  
Advertisement, Charleston, S.C. To be sold ... 250 Negroes! ...

Transcribe as a comma a virgule (/) used as a comma.

Indicate an interpolation (i.e., data taken from outside the prescribed source(s) of information) by enclosing it in square brackets. Indicate a conjectural interpolation by adding a question mark within the square brackets.

When adjacent elements within one area are to be enclosed in square brackets, enclose them in one set of square brackets, except as specified in QJ2.

[Leipzig : W. Stürmer], 1572

When adjacent elements are in different areas, enclose each element in a set of square brackets.

[2nd ed.]. — [London] : J. Bascom, printer, 1710

Do not transcribe the punctuation marks ... or [ ]; replace them by — and ( ) respectively.

0F. Language and script of the description

In the following areas, give information transcribed from the publication itself in the language and script (wherever practicable) in which it appears there:

Title and statement of responsibility  
Edition  
Publication, distribution, etc.  
Series

Replace symbols or other matter that cannot be reproduced by the typographical facilities available <sup>3/</sup> with a cataloger's description in square brackets. Make an explanatory note if necessary.

In general, give interpolations into these areas in the language and script of the other data in the area, except for prescribed interpolations and other cases specified in these rules, e.g., 4B4, 4C6.

If the other data of the context are romanized, give interpolations according to the same romanization.

Give any other element (other than titles and quotations in notes) in English.

0G. Misprints, etc.

Transcribe a misprint as it appears in the publication. Follow such an inaccuracy either by "[sic]" or by the abbreviation "i.e." and the correction within square brackets. Supply missing letters in square brackets.

An hnmble [sic] address  
The notted [i.e. noted] history of Mother Grim  
One day's d[u]ty

Do not correct words spelled according to older or non-standard orthographic conventions, e.g., "françoise" for "française," and "antient" for "ancient."

When the printer has left blank space for an initial letter, give the letter without square brackets, regardless of whether or not a guide letter is present or the letter has been filled in by hand. Make a note to show the copy's actual state in this respect.

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<sup>3/</sup> At the Library of Congress, the typographical facilities referred to here and in succeeding rules include those characters available in the MARC character set.

The true history of recent events

Note: LC copy: Space for initial letter of first word of title blank, except for guide letter.

#### 0H. Forms of diacritical marks and letters (including capitalization)

When transcribing information from works published before 1801, do not add accents and other diacritical marks that are not present in the source.

In general transcribe letters as they appear in the text. However, convert earlier forms of letters (e.g., earlier forms of d, r, and s) and earlier forms of diacritical marks to their modern form. Spell out ligatures unless modern usage dictates otherwise. Transcribe ß as ss, and transcribe "I" as "I" when it is used to indicate "ii" (e.g., as the genitive case in Latin). (For the transcription of i/j and u/v, see below.) When there is any doubt as to the correct conversion of elements to modern form, transcribe them from the source as exactly as possible.

Capitalize or lower-case according to the rules for capitalization in AACR 2, Appendix A. (For roman numerals, see AACR 2, Appendix C.) When the rules for capitalization require changing i/j or u/v from upper to lower case or vice versa, follow these instructions:

In texts which do not distinguish between i and j or between u and v or w, follow the usage of the text. A text, for example, may consistently give ij as in "filijs"; or, as commonly in early Italian books, initial u may predominate instead of v. If the usage of the text is in doubt, follow these instructions:

Transcribe into lower case:

I or J as i  
II as ii  
IJ as ij  
U or V as u (but transcribe U or V in initial position as v)  
W as uu (or vv in initial position)

Transcribe into capitals:

i as I  
j as J  
u or v as V  
uu or vv as W (i.e., two capital V's)

Treat gothic capitals in the forms J and U as I and V. (In "modern" gothic where lower-case i and j are distinguished, transcribe the gothic capitals according to the lower-case usage.)

#### 0J. Abbreviations

0J1. In transcription, do not abbreviate any word unless the particular rule for the element or area requires it.



0J2. When special marks of contraction have been used by the printer in continuance of the manuscript tradition, expand affected words to their full form, enclosing supplied letters within square brackets. When an abbreviation standing for an entire word appears in the source, record instead the word itself, enclosing it in square brackets.

Esopus co[n]structus moralizat[us]  
[et] hystoriatus ad vtilitate[m]  
discipulo[rum]

Preces ac meditationes piaae in  
mysteria Passionis ac Resurrectionis  
D.N. Jesu [Christou] collectae ...

Enclose each expansion or supplied word in its own set of square brackets, e.g., "... amico[rum] [et] ..." When the meaning of an abbreviation or contraction cannot be determined, substitute a question mark within brackets for each element in question, e.g., "... amico[?] [?] ..." When the meaning of an abbreviation or contraction is conjectural, use the question mark after the supplied letters or word within the same set of brackets, e.g., "... amico[rum?] et ..."

OK. Initials, etc.

Record initials, initialisms, and acronyms without internal spaces, regardless of how they are presented in the source of information. Apply this provision also whether or not these elements are presented with periods.

Pel batesimo di S.A.R. Ludovico ...  
KL Ianuarius habet dies xxxi  
Monasterij B.M.V. campililioru[m]  
J.J. Rousseau

Treat an abbreviation consisting of more than a single letter as if it were a distinct word, separating it with a space from preceding and succeeding words or initials.

Ph. D.  
Ad bibliothecam PP. Franciscan. in Anger  
Mr. J.P. Morgan

If two or more distinct initialisms (or sets of initials), acronyms, or abbreviations appear in juxtaposition, separate each from the other with a space.

M. J.P. Rabaut  
(i.e., Monsieur J.P. Rabaut)  
par R.F., s. d. C. ...  
(i.e., par Roland Fréart, sieur de Chambray ...)

1. TITLE AND STATEMENT OF RESPONSIBILITY AREA

Contents:

- 1A. Preliminary rule
- 1B. Title proper
- 1C. Parallel titles
- 1D. Other title information
- 1E. Items without a collective title
- 1F. Single sheet publications
- 1G. Statements of responsibility

1A. Preliminary rule

1A1. Punctuation

For instructions on the use of spaces before and after prescribed punctuation, see 0E.

Precede the title of a supplement or section (see 1B7) by a period.

Precede each parallel title by an equals sign.

Precede each unit of other title information by a colon.

Precede the first statement of responsibility by a diagonal slash.

Precede each subsequent statement of responsibility by a semicolon.

For the punctuation of this area when a publication has no collective title, see 1E.

1A2. Sources of information. Take information recorded in this area from the title page. Enclose information recorded from any other source in square brackets and indicate its source in a note.

Record the data in the prescribed order, subject to the limitations stated in these rules.

Omit, without using the mark of omission, information found on the title page that constitutes neither title information nor a statement of responsibility. Such information includes pious invocations, devices, announcements (including epigrams and dedications), mottoes, statements of patronage, prices, etc. Use the note area to record or describe this kind of information if it is considered important. If such information is an inseparable part (see 1B1) of one of the elements of the title and statement of responsibility area, however, transcribe it as such. If such information constitutes the only title-like information present in the source, it may be used as a supplied title according to the provisions of 1B6.

Omit also, without using the mark of omission, words or phrases indicating the volume or part number of a multivolume monograph unless they are an inseparable part (cf. 1B1) of the information being transcribed.

When transposing statements of responsibility preceding the title proper in the source as instructed in 1G3, do not use the mark of omission to indicate the transposition.

This and the succeeding rules 1B-1E apply only to publications of more than one sheet. For single sheet publications, see 1F.

1B. Title proper

1B1. The title proper is the first element of the description. Indicate in a note the source of the title proper if it is other than the title page. If the title proper is preceded or followed in the source by elements of information that cannot be considered part of the title, transpose these elements to their appropriate areas in the record (or give them in a note) unless case endings would be affected, the grammatical construction of the data would be disturbed, or the element is otherwise inseparably linked to the title proper. In the latter cases, transcribe the data as found. If desired, make a note to indicate the original position of these elements on the title page.

The post-humous works of Robert Hooke  
Monsieur Bossu's treatise of the epicke poem  
Thomas Masterson his first booke of arithmeticke ...  
M. Tullii Ciceronis De officiis libri tres  
Le premier volume de messire Jehan Froissart le quel  
traicte des choses dignes de memoire aduenues tant en ce pays  
de France ...  
Bell's edition of Shakspeare

1B2. Record as the title proper the chief title of the work. Include as part of the title proper subsidiary titles, avant-titres, and similar title information appearing before the chief title on the title page, even if the sense or typography indicates the subsidiary nature of such information.

Seculum Davidieum redivivum, the divine right of  
the revolution scripturally and rationally evinced  
and applied  
(The Latin title is by typography clearly subsidiary  
to the English)

Prize dissertation, which was honored with the  
Magellanic Gold Medal, by the American Philosophical  
Society, January, 1793. Cadmus: or, A treatise on the  
elements of written language

(Cadmus ... is clearly more prominent than Prize  
dissertation ...)

Hereafter foloweth a litel boke called Colyn Cloute

1B3. Transcribe the title proper according to general rules OB-OK.

An act or law passed by the General Court or Assembly  
of His Majesty's English Colony of Connecticut ... on  
the seventh day of February ... 1759  
Steganologia & steganographia aucta

Record an alternative title as part of the title proper.



Christianographie, or The description of the multitude  
and sundry sorts of Christians in the vworld not subject to  
the Pope

1B4. If the title proper consists solely of the name of a person or body  
responsible for the item, give such a name as the title proper.

Salustius  
Diss büch heýusset Lucidarius

1B5. If a publication is in more than one volume and the title proper of each  
volume includes a designation such as numbering that is specific to that volume,  
add in square brackets after the first designation a hyphen and the final designa-  
tion, omitting intermediate designations.

Quinti Horatii Flacci Epistolarum liber  
primus[-secundus]

If it is not practicable to do this, transcribe the title proper of the first  
volume without this addition and make a note about the later designation(s).

1B6. If no title can be found in any source, use as the title proper the  
opening words of the text proper if these provide a relatively distinctive title.  
If the opening words of the text are not suitable, or if the beginning of the  
text is lacking, devise a brief descriptive title, preferably in English. In  
such cases, indicate in a note the origin of the title. Enclose a devised  
title in square brackets.

I am a jolly huntsman, my voice is shrill and clear  
(Title is not bracketed because the first page of text is  
here the title page substitute)

Note: Title from opening two lines of poem

[A Sermon on Christian baptism]

Note: Title devised from content of sermon

1B7. If the title proper for a work that is supplementary to, or a section of,  
another work appears in two or more parts not grammatically linked, record  
the title of the main work first, followed by the title(s) of the supplement(s)  
or section(s) in order of their dependence. Separate the parts of the title  
proper by periods. When the arrangement indicated requires transposition, make  
a note to indicate the actual reading of the titles.

Faust. Part one  
(Title page reads: Part one. Faust)

1B8. Length of title proper

In general, do not abridge the title proper. In exceptional cases, when  
the title proper is very lengthy and can be abridged without loss of essential  
information, omit less important words or phrases, indicating the abridgement  
with the mark of omission. Never abridge the title proper before the sixth word.

Extend the transcription of the title proper through to the end of the chief title of the publication. Apply this provision even if other elements (cf. 1B1-2) precede the chief title. If the end of the chief title cannot be determined, break off the transcription at the first tolerable place, but in no event before the sixth word.

Jo. Danielis Schoepflini Consil. Reg. ac Franciae Historiogr.  
Vindiciae typographicae

M. Georg Wolfgang Panzers, Schaffers an der Hauptpfarrkirche bey  
St. Sebald in Nürnberg, und des Pegnerischen Blumenordens  
daselbst Prases, Aelteste Buchdruckergeschichte Nürnbergs

### 1C. Parallel titles

Record parallel titles in the order indicated by their sequence on, or by the layout of, the title page.

Record an original title in a language different from that of the title proper appearing on the title page as a parallel title if it is not grammatically linked to another part of the description (for example, as an alternative title or edition statement). Record an original title in the same language as the title proper as other title information (see 1D).

Fables = Fabulae

The adventures of Red Riding Hood. : Little Red Riding Hood

If an original title appears elsewhere than on the title page, record it in a note.

### 1D. Other title information

1D1. Record other title information appearing on the title page in the order indicated by the sequence on, or layout of, the title page.

Record other title information not appearing on the title page in a note if in particular cases it is considered important.

1D2. Record subordinate titles following the title proper as other title information even if they are linked to the title proper by a preposition, conjunction, prepositional phrase, etc.

The English Parliament represented in a vision : with an  
after-thought upon the speech delivered to His Most Christian  
Majesty by the deputies of the states of Britany on the 29th day  
of February last ... : to which is added at large the memorable  
representation of the House of Commons to the Queen in the year  
1711/12 ...

If these subordinate titles constitute a formal statement of the contents of the work, however, record them in the note area (cf. 7C16) unless they are an inseparable part (cf. 1B1) of the title proper or of other title information.



The spinning wheel's garland, containing several excellent new songs ...

Note: Contents: (from t.p.) I. The good housewife's coat of arms -- II. The spinning wheels glory -- III. The taylor disappointed of his bride -- IV. The changeable world

Distinguish the above situations from those in which the titles of the other works are given equal prominence with the first-named work (cf. 1E1).

1D3. When other title information is very lengthy and can be abridged without loss of essential information, omit less important words or phrases, using the mark of omission. If desired, give in a note other title information not transcribed (including subordinate titles).

1D4. If the other title information includes a statement of responsibility or an element belonging to another area, and the element is an inseparable part of the other title information according to one or more of the conditions enumerated in 1B1, transcribe it as such.

Constitutiones legitime seu legative regionis  
Anglicane : cu[m] subtilissima interpretatione  
Johannis de Athon

(Statement of responsibility transcribed as part of  
other title information because of genitive case ending)

1D5. Record parallel other title information in the order in which it appears on the title page.

1D6. If the title proper needs explanation, make a brief addition as other title information, in the language of the title proper. Generally make this addition before transcribing any other title information present in the source. If a fuller explanation or amplification is needed, also use the note area.

#### 1E. Publications without a collective title

1E1. When a publication has no collective title, and the title page bears the titles of two or more individual works--other than supplementary matter--contained in the publication, record the titles of the individual works in the order in which they appear on the title page. Separate the titles of the parts by a space-semicolon-space if the parts are all by the same person(s) or body (bodies), even though the titles are linked by a connecting word or phrase.

Les Akancas : prologue mélo-dramatique en un acte  
et en prose ; suivi Des Espagnols dans la Floride : pantomime  
en trois actes et à spectacle / par J.G.A. Cuvelier

If the individual works are by different persons or bodies, or the authorship is in doubt, precede the title of each part other than the first by a period and one space, unless a linking word or phrase is already present. Precede each statement of responsibility by a space-slash-space.

The serving-man become a queen. Jockey of the Green. The lass  
of Richmond Hill.

La fauconnerie / de F. Ian des Franchières ... :  
recueillie des liures de M. Martino, Malopin, Michelin  
& Aimé Cassian. Avec, Une autre fauconnerie / de Guillaume  
Tardit ... Plus, La vollerie / de messire Artelouche  
d'Alagons ... D'avantage, Un recueil de tous les oiseaux  
de proye, seruans a la fauconnerie & vollerie

1E2. When a publication has no collective title, and works additional to those named on the title page appear in the publication, whether or not on pages laid out as title pages, record the titles of such works either according to the provisions of 1E1 (in square brackets), or in the note area.

Prima [-decima] egloga della bucolica di Virgilio / [per]  
B. Pulci dilatino in uulgare traducta. [Elegia di Bernardo  
Pulci a Lorenzo de Medeci per lamorte di Cosimo ; Bernardus  
Pulcius Florentinus de obitu diue Simonette. Francisci  
de Arsochis Senensis carmen bucolicum ... Buccolica di  
Hieronymo Beniuiene fiorentino. Bucolica di Iacopo Fiorino]

Note: Title taken from leaves a6, e6, f2, g1, h7, m4 verso

In the case of multivolume monographs containing the volume numeration within the title proper, give the numeration of the last volume following the numeration of the first in square brackets after a hyphen.

Quinti Horatii Flacci epistolarum liber primus [-secundus]

If desired, devise a title for the whole publication (cf. 1B6) when none of the above methods has satisfactory results (e.g., when the title misleadingly describes only one work, rather than the whole collection).

[A collection of Acts of Parliament enacted in 1732]

#### 1F. Single sheet publications

For single sheet publications, take information for the title and statement of responsibility area from either the recto or the verso of the sheet without bracketing.

Generally transcribe the data presented beginning with the top line of printing. If the printing is arranged in columns with no data preceding the body of the text, begin the transcription with the top line of the extreme left column. If the first element on the sheet is not integrated with the succeeding material and is an element such as one of the following, begin the transcription after it (without using the mark of omission):

caption to an illustration  
copyright statement  
device



edition statement  
imprint statement  
motto  
official numbering  
page number  
part of an illustration or ornament  
price  
tabular material

Generally retain in the transcription dates, addresses, and other data necessary for identification. Use judgment, but in case of doubt, start the transcription with the first element. If the first element has been omitted, indicate the nature and position of the omitted material in a note.

If the data include a caption title, normally transcribe this in full. If there is no caption title, transcribe the data at least until a relatively distinctive word or phrase is included. If the distinctive word or phrase is not near the beginning of the transcription, less important words or phrases ahead of it may be omitted, using the mark of omission. Do not, however, abridge the transcription before the sixth word. If the data are very lengthy, end the transcription at the first grammatically acceptable place after the caption title or distinctive word or phrase; the omitted material may be summarized in a note.

If there is a word or phrase obviously intended as the chief title of the publication that is not the first line of printing, record it as the entire title proper, omitting elements appearing before it on the page without the mark of omission. (In general, this instruction should be applied only when such a title is not integrated grammatically with the rest of the data, is set off typographically, and has as its sole function the naming of the piece as a whole.) When such a title is selected, also transcribe in a note at least the first five words of the first line of printing as described above. In case of doubt as to the selection of the chief title, start the transcription with the first line as described above.

Information transcribed from single sheet publications will generally not lend itself to the application of the punctuation prescribed in 1A1 for the title and statement of responsibility area. If, however, the information can be separated clearly and unmistakably into title proper, other title information, or statement of responsibility without any transposition, supply the prescribed punctuation.

1F1. If there are two or more works printed on a single sheet having a collective title, record only the collective title as the title proper, and treat the publication as a single work, as described in 1F. Make a formal or informal contents note.

1F2. If there are two or more works printed on a single sheet that does not have a collective title, record as the title statement the first title or opening words of text as described in 1F. Make a formal or informal contents note including additional works. If the sheet is printed on both sides and it is impossible to determine which side should be read first, make a separate cataloging record for each side of the sheet, and include a formal "With, on verso:" note in each record.

1F3. If there are two or more works printed on a single sheet and each has its own imprint or there is other conclusive evidence that they were intended to be separately issued, make a separate cataloging record for each work that was intended to be issued separately. Include a formal "With:" note in each record indicating that the works were printed on a single sheet and that they were "intended to be separated." If there are two or more works printed on a single sheet giving the appearance that they were possibly intended to be separated, but there is no conclusive evidence that this is the case, follow the provisions of 1F2, and include a note indicating that they were "possibly intended to be separated."

## 1G. Statements of responsibility

1G1. Record statements of responsibility appearing on the title page, in the preliminaries, or in the colophon, in the form in which they appear. If a statement of responsibility is not taken from the title page, enclose it in square brackets and indicate its source in a note.

The history of the long captivity and adventures of  
Thomas Pellow, in South-Barbary ... / written by himself

De indiciis et praecognitionibus, opus apprime utile  
medicis / Dauide Edgardo Anglo authore

I dieci libri di architettura / di Leon Battista Alberti

Thoughts on education / by the late Bishop Burnet

The whole body of antient and modern architecture : compre-  
hending what has been said of it by these ten principal authors ...  
/ [by Roland Freart, Sr. de Chambray]

Note: Author statement from added engraved t.p.

1G2. If a statement of responsibility appears in a source other than the title page, the preliminaries, or the colophon, or if it is taken from an outside source, record it in the note area.

Note: Pref. signed: Thomas Hopkins  
(Hopkins is not recorded in the statement of responsibility area  
even though he is known to be the author)

Note: "By an engineer"—Introd.

1G3. If a statement of responsibility precedes the title proper in the source, transpose it to its required position unless it is an inseparable part of the title proper according to one or more of the conditions enumerated in 1B1.

Hanc dissertationem medicam de hydrope tymparite ...  
submitat ad diem Martii, M.Dc.LXXII ... / David  
Richter, Zitta-Lasatus, autor. ; Praeside ... Dn.  
Johanne Arnoldo Frederici.

("Praeside" statement precedes title on title page)

If desired, make a note indicating this transposition.

Note: Frederici's name at head of title

1G4. Record a single statement of responsibility as such whether the two or more persons or corporate bodies named in it perform the same function or different functions.

Puzzled people : a study in popular attitudes to  
religion, ethics, progress, and politics in a London  
borough / prepared for the Ethical Union by Mass-  
Observation

A new method of discovering the longitude both  
at sea and land ... / by William Whiston and  
Humphry Ditton

A treatise of health and long life, with the  
sure means of attaining it : in two books / the  
first by Leonard Lessius, the second by Lewis Cornaro ...

When a respondent and praeses are given for an academic disputation, treat both names and the words indicative of their function as part of a single statement of responsibility (unless grammatically linked to the title proper or to other title information).

/ pro disputatione publica proponebatur praeside  
Jacob Fabricio respondente Johanne Reembelt

but De peripneumonia disputationem, ... sub praesidio ...  
Dn. Jacobi Fabricii ... publice examinandam proponit Johannes  
Hellinger

1G5. When a single statement of responsibility names more than one person or corporate body performing the same function or with the same degree of responsibility, generally record all the names mentioned. If the number of responsible persons or bodies named in a single statement is very great, all after the third may be omitted. Indicate the omission by the mark of omission and add "et al." in square brackets.

1G6. If there are two or more statements of responsibility, record them in the order indicated by their sequence on, or by the layout of, the title page. If the sequence and layout are ambiguous or insufficient to determine the order, record the statements in the order that makes the most sense. If statements of responsibility appear in sources other than the title page, also record them in the order that makes the most sense.



El Fuero real de España / diligentemente hecho por el noble  
Rey don Alonso noveno ; glossado por Alonso Díaz de Montalvo ...

1G7. Include titles and abbreviations of titles of nobility, address, honor,  
and distinction that appear with names in statements of responsibility.

/ By M. d'Alembert ...

/ By Horatio Walpole, Earl of Orford ...

1G8. Generally omit from the statement of responsibility (1) initials indicating  
membership in societies, (2) academic degrees, etc., (3) statements of positions  
held, and (4) other qualifications, unless:

a) the elements are necessary grammatically

or b) the elements are necessary for identifying the person or are useful  
in establishing a context for the person's activity (e.g., initials  
of religious orders)

or c) the statement of responsibility represents the author only by a  
pseudonym, a descriptive phrase, or nonalphabetic symbols.

Use the mark of omission to indicate any such elements omitted.

1G9. If desired, add a word or short phrase in English to the statement of  
responsibility when the relationship between the title of the work and the  
person(s) or body (bodies) named in the statement is not clear.

Morte Arthure / [edited by] John Finlayson

Give expansions, explanations, and corrections of statements of responsibility  
in the note area when required.

1G10. When there are parallel statements of responsibility with the title  
proper and each parallel title, transcribe each unit of information with the  
title to which it pertains. When any of these titles lacks matching statements  
of responsibility, record all elements in the order indicated by the sequence  
on the title page.

1G11. Treat a noun or noun phrase occurring in conjunction with a statement  
of responsibility as other title information if it is indicative of the nature  
of the work.

Comus : a mask / by John Milton

If the noun or noun phrase is indicative of the role of the person(s) or body  
(bodies) named in the statement of responsibility rather than of the nature  
of the work, treat it as part of the statement of responsibility.

Paradise lost : a poem in twelve books / the  
author John Milton

A cushion of downe / text by Gilbert Frye ; drawings  
by Charles Cox

In case of doubt, treat the noun or noun phrase as part of the statement of responsibility.

lG12. Transcribe a statement of responsibility even if no person or body is explicitly named in that statement. (Such statements will generally contain words like "translated," "edited," "compiled," etc.)

The folouuing of Christ / translated out of  
Latin into English

lG13. If the statement of responsibility includes an element belonging to another area, and the element is an inseparable part of the statement of responsibility according to one or more of the conditions enumerated in lB1, transcribe it as such.

L'hymne au soleil / traduit en vers latin, sur  
la troisième édition du texte françois, par M. l'Abbé  
Métivier

Songs of innocence and of experience / William Blake ; with the  
fifty-four plates of the author and engraver

lG14. When subordinate titles (e.g., of appendices or other subsidiary texts) appear after a statement or statements of responsibility, record them as subsequent statements of responsibility whether or not they actually name a person or body. If they are very lengthy, record them in a note or omit them altogether.

High life below stairs : a farce / by James  
Townley ; with a variety of German notes  
explanatory of the idioms ... alluded to by John  
Christian Huttner

Some remarks on the Barrier Treaty, between Her  
Majesty and the States-General / by the author of  
The conduct of the allies ; to which are added the  
said Barrier-Treaty ; with the two separate  
articles ...

Monsieur Bossu's treatise of the epick poem ... /  
done into English from the French, with a new  
original preface upon the same subject, by W.J. ;  
to which are added, An essay upon Satyr, by  
Monsieur d'Acier ; and A treatise upon pastorals,  
by Monsieur Fontanelle

When such titles appear before a statement or statements of responsibility, record them as other title information (cf. lD2). For titles of other works given equal prominence with the first work in the item, see lE.

Chemische Erfahrungen bey meinem und andern Fabriken  
in Deutschland : nebst einem Anhang besonder chemischer  
Geheimnisse / von J.A. Weber

## 2. EDITION AREA

### Contents:

- 2A. Preliminary and general rules
- 2B. Edition statement
- 2C. Statement of responsibility relating to the edition
- 2D. Subsequent edition statement
- 2E. Statement of responsibility relating to a subsequent edition statement
- 2F. Publications without collective title

### 2A. Preliminary and general rules

#### 2A1. Punctuation

For instructions on the use of spaces before and after prescribed punctuation, see 0E.

Precede the edition area by a period-space-dash-space.

Precede a subsequent edition statement by a comma.

Precede the first statement of responsibility following an edition statement or subsequent edition statement by a diagonal slash.

Precede each subsequent statement of responsibility by a semicolon.

2A2. Sources of information. The prescribed sources of information for the edition area are the title page, other preliminaries, and colophon, in that order of preference. If an edition statement is not present in any of these sources, it may be taken from any source within the publication. If the edition statement, or any part of it, is taken from elsewhere than the title page, indicate its source in the note area.

### 2B. Edition statement

2B1. Transcribe the statement relating to an edition of a publication in the terms in which it appears. Give the exact wording if the edition statement is taken from the title page. If it is taken from any other source, standard abbreviations and arabic numerals may be given in place of words. Include explanatory words or phrases appearing with the edition statement.

2B2. Record as an edition statement, a statement relating to issues or impressions, even if the publication contains no changes from the previous edition.

2B3. The edition statement normally includes either the word "edition" (or its equivalent in other languages), or a related term such as "revision" or "issue." Treat a phrase such as "newly printed" as an edition statement unless it is part of a statement being transcribed in the publication area.

The second edition

[2nd ed.]

Cinquiesme édition, reueuë, corrigée, & augmentée

Newly imprinted and very necessary vnto all youthe

(But use as part of imprint: Philadelphia printed, London reprinted)

Nunc primum in lucem aedita

Editio secunda auctior et correctior



2B4. When the edition statement consists solely or chiefly of characters that are neither numeric nor alphabetic, record the characters as they appear if the necessary typographical facilities are available. For those characters that cannot be reproduced, substitute the names or descriptions of the characters in English in square brackets.

&&& ed.  
[alpha chi] ed.

When the edition statement consists of one or more letters or numbers without accompanying words, add an appropriate word or abbreviation.

3e [éd.]  
[State] B  
2[nd printing]

2B5. When the publication does not contain an edition statement, but is known to contain significant changes from previous editions, give this information in a note. Do not supply an edition statement from a reference source.

Note: Second (?) Colines ed. Cf. Renouard, P. Colines, p. 57  
Note: "Sixth ed."--Tchemerzine, v. 6, p. 117-131

2B6. When an edition statement is an inseparable part of another area according to one or more of the conditions enumerated in 1B1, and has been recorded as such, do not repeat it as an edition statement.

Old New York, or Reminiscences of the past sixty years : being  
an enlarged and revised edition of the anniversary discourse delivered before the New York Historical Society ...

Chirurgia / nunc iterum non mediocri studio atque diligentia  
a pluribus mendis purgata

2B7. Transpose separable edition statements into the edition area from other parts of the title page. If desired, make a note indicating this transposition.

2B8. When information pertaining to other elements of the description (e.g., an original title or other information concerning the original work) is an inseparable part of an edition statement according to one or more of the conditions enumerated in 1B1, record it as such.

2B9. When the publication bears edition statements in more than one language or script, record the statement in the language or script of the title proper. If this criterion does not apply, record the statement that appears first. Give parallel statements, if desired.

## 2C. Statement of responsibility relating to the edition

2C1. Record a statement of responsibility relating to one or more editions, but not to all editions, of a given work following the edition statement if there is one. Such statements may include either persons or corporate bodies, and may relate to any contributor to the intellectual or artistic content of the edition (e.g., the reviser of a new edition, the illustrator of a new

edition, or a corporate body responsible for a new edition). Follow the instructions in 1G for the transcription and punctuation of such statements of responsibility.

The second edition / with notes of various authors  
by Thomas Newton

Do not, however, apply this provision to such statements that do not name a person or corporate body.

The second edition revised and corrected  
(Not: The second edition / revised and corrected)

In determining the extent of the edition statement and the beginning of the statement of responsibility relating to the edition, it may be necessary to take into account the layout, punctuation and typography of the title page as well as the sense of the text. Such words as "Revised and enlarged," when appearing with the name of a person or body, might be transcribed either as part of the edition statement or as part of the statement of responsibility relating to the edition, depending on their presentation on the title page.

2C2. Record a statement of responsibility appearing after the edition statement in the title and statement of responsibility area if it clearly applies to all editions of the work. Also give a statement of responsibility in the title and statement of responsibility area if there is doubt as to whether the statement applies to all or only to some editions, or if there is no edition statement at all. When describing a first edition, give all statements of responsibility in the title and statement of responsibility area.

Whenever a statement of responsibility is transposed from a position following the edition statement, make a note to indicate this transposition.

An inquiry into the original state and formation of the earth :  
deduced from facts about the laws of nature / by John Whitehurst. —  
The second edition, considerably enlarged, and illustrated with plates

Note: The statement of responsibility appears after the edition  
statement

(Statement of responsibility applies to all editions)

2C3. Record details of appendices and other supplementary matter applying to the edition in hand but not necessarily to all editions of the work as statements of responsibility relating to the edition (1) when a person or corporate body is named or otherwise identified as responsible for their creation and (2) the statement of the appendices, etc., appears in the same source as the edition statement.

The fourth edition / with a new epilogue by the author  
Editio altera, ab innumeris erroribus emendata / huic  
editione accessere Jacobi Bongarsii exceptiones chrono-  
logicae ad Justine historias accommodatae

When no person or corporate body is named or otherwise identified in the statement of the appendices, etc., give it as part of the edition statement proper, or as part of the first statement of responsibility relating to the edition as appropriate. Do not introduce the semicolon (as in 1G14) to separate details of appendices and supplementary matter from preceding statements of responsibility.

The fourth edition, with notes  
A new edition / by Grace Webster, to which is added a  
life of the author

If such statements have been transposed from a position preceding the edition statement, make a note if desired to indicate this transposition.

2C4. Give parallel statements of responsibility if desired.

2D. Subsequent edition statement(s)

2D1. Record a subsequent edition statement (e.g., a statement that a work is a reissue of a particular edition) following the edition statement and its statement of responsibility, if any.

The third edition, Reprinted with a new preface

2D2. Give a subsequent edition statement according to the applicable provisions of 2B.

2D3. Specify unchanged impressions of an edition (cf. 2B2).

The second edition, The fifth impression

2E. Statement(s) of responsibility relating to subsequent edition statements

2E1. Record a statement of responsibility relating to a subsequent edition statement following the subsequent edition statement.

2E2. Give such statements of responsibility according to the applicable provisions of 2C.

2F. Publications without a collective title

2F1. When the title page bears the titles of two or more individual works contained in the publication, and one or more of these works has an edition statement associated with it, transcribe the edition statements in the title and statement of responsibility area along with the title to which it pertains.

An examination of Dr. Burnet's theory of the earth ... /  
by J. Keill, the second edition corrected ... To the whole is  
annexed A dissertation on the different figures of the coelestial  
bodies, &c ... / by Mons. de Maupertius



3. MATERIAL (OR TYPE OF PUBLICATION) SPECIFIC AREA

No general use of this area is made for printed monographic publications. However, in using these rules to describe items which by their content fall within the scope of other portions of AACR 2 (e.g., an atlas), it is recommended that the provisions for this area in the appropriate section of AACR 2 be followed.

4. PUBLICATION, ETC., AREA

Because these rules are for both early printed books, for which the modern functions of printer, publisher, and distributor are often still undifferentiated, and for later books, in which information about the printer may be of particular importance or interest, the name and location of the printer are here given equal status to those of the publisher and distributor. Thus the words "place of publication" and "publisher" may be understood to refer equally to the location and name of a publisher, distributor, or printer, unless otherwise indicated.

Contents:

- 4A. Preliminary and general rules
- 4B. Place of publication
- 4C. Publisher statement
- 4D. Date of publication
- 4E. Place of printing, name of printer, date of printing

4A. Preliminary and general rules

4A1. Punctuation

For instructions on the use of spaces before and after prescribed punctuation, see 0E.

Precede the publication, etc., area by a period-space-dash-space.

Precede a second or subsequently named place of publication by a semicolon, unless a linking word or phrase is given in the publication.

Precede the name of the first publisher by colon. Precede the name of a second and any subsequent publisher by a colon unless a linking word or phrase is given in the publication.

Precede the date of publication by a comma.

4A2. Sources of information. The prescribed sources of information for the publication, etc., area are the title page, colophon, preliminaries, in that order of preference. If the information for an element of the publication, etc., area is not present in these sources, any source from within the publication or a reference work may be used to supply needed information, except as indicated below. If any part of the publication, etc., area is taken from other than the title page, indicate the source in the note area.

In general, do not combine statements appearing in different sources within the publication as part of the same element of the publication, etc., area. When additional imprint information appears elsewhere than in the source chosen for a particular element, record it in the note area if it is considered important.

4A3. If some or all of the publication information given in the source is known to be fictitious or incorrect, record it in the publication, etc., area in the conventional order. When the real publication details are known, give them in the publication, etc., area as a correction in square brackets, indicating the source of this information in the note area.

Sadopolis : Chez Justin Valcourt ... à l'enseigne de la Vertu  
malheureuse, an 0000 [i.e. Brussels : Jules Gay, 1866]

When details about the publication, etc., are speculative, give them, along with any explanation, in the note area.

4A4. If any of the original publication details are covered by a label containing contradictory information, record the information on the label in the publication area. Give the original publication details in a note.

4A5. Generally transcribe imprint information in full as it appears in the publication, except where omissions are indicated in the following rules. For works published after 1800, and for works published before 1801 that are well-described in a standard bibliography, less important information may be omitted at the discretion of the cataloger. In such cases, give a reference to the published description in the note area (cf. 7C14).

Indicate all omissions in the publication, etc., area by the mark of omission.

4A6. For unpublished collections that group together publications with different imprints (e.g., miscellaneous pamphlets bound together) or collections of items of varying character only some of which are publications (e.g., a collection of pamphlets, broadsides, clippings, and maps), omit the place and publisher statements from this area and give only a date or span of dates. Use the note area to explain the date(s) selected or any other feature of the collection.

#### 4B. Place of publication

4B1. Record the most prominently indicated (generally the first) place of publication, distribution, or printing as the place of publication. Give it in the orthographic form and the grammatical case in which it appears in the source of information used. If the place of publication appears together with the name of a larger jurisdiction (e.g., country, state, or similar designation), transcribe this as well.

Elizabeth-Town  
Köln  
Apud inclytam Germaniae Basileam  
Commonwealth of Massachusetts, Boston

4B2. Include in the transcription any prepositions appearing before the name of the principal place of publication, as well as accompanying words or phrases associated with the name.

A Lyon  
In London  
In Boston, printed  
(Title page reads: In Boston, printed. 1705)  
Printed at Bennington

4B3. If considered necessary for identification, add an alternative form of the name of the place in square brackets.

Christiana [Oslo]

4B4. Add the name of the country, state, province, etc., to the name of the place if it is considered necessary for identification, or if it is considered necessary to distinguish the place from others of the same name. Use the English form of the name if there is one (see AACR 2 23.2A) 4/. Use abbreviations appearing in AACR 2 Appendix B.

Cambridge [Mass.]

Newport [R.I.]

Washington [Pa.]

4B5. If a place name is found only in an abbreviated form in the source, give it as found, and add the full form or complete the name.

Mpls [i.e. Minneapolis]

Rio [de Janeiro]

4B6. When two or more places are shown, by typography or otherwise, to be of equal importance as the places of publication, distribution, or printing, and all the places are related to the same publisher, distributor, or printer, record all of them in the order in which they appear in the source of information used. Do not, however, transcribe a second (or subsequent) place as a place of publication if it must be recorded as part of another element (cf. 4B8).

London ; York

A Lausanne & se trouve à Paris

4B7. When, in a publication issued in more than one physical part, the place of publication changes in the course of publication, give the place of publication of the later part(s) in a note.

Stuttgart ; Tübingen

Note: Bde. 33-40 have variant place of publication statements:

Stuttgart ; Augsburg

4B8. When the place of publication appears only as part of another area and is recorded there, or appears only as part of the publisher statement and is to be recorded there, repeat the place of publication as the first element of the publication, etc., area in English, enclosing it in square brackets.

[Breslau] : Bey Caspar Closemann, Buchhandlern in Bresslaw zubefinden

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4/ In this and subsequent rules that involve supplying a place name in the place of publication statement, choose a modern English form of the name or a form appropriate to the date of publication, e.g., St. Petersburg (not Leningrad) for works published in that city before 1914.



4B9. When the place of publication given in the source is known to be fictitious or incorrect, add a correction in square brackets and give the basis for the correction in a note. If, however, the entire imprint is fictitious, apply 4A3.

Londres [i.e. Paris]

Note: Actual place of publication from: Weller, E. Die falschen und fingierten Druckorte

4B10. When no place of publication is given in the source, supply (in square brackets) as the place of publication the location of the most prominently indicated entity (publisher, distributor, or printer) or that of the first mentioned one. Use the English form of the name if there is one. When there is doubt about prominence, prefer the location of the printer for 15th or early 16th century publications, otherwise that of the publisher or distributor. When supplying the place of publication, give a justification in the note area if necessary.

[Cambridge, Mass.] : Printed by Samuel Green, 1668.

Note: The printer, Samuel Green, was located in Cambridge, Mass., from 1660 to 1672

4B11. Supply the name of the place of publication in English (in square brackets) when only an address or sign appears in the publication. (Record the address or sign within the publisher statement (cf. 4C4).) When supplying the place, give a justification in the note area if necessary.

[Paris]

(Imprint reads: "à l'enseigne de l'éléphant," the trade sign of a Paris printer)

[London]

(Imprint reads: "sold in St. Paul's Church yard")

4B12. When the place of publication is uncertain, give the probable place, in English, in square brackets, with a question mark.

[Amsterdam?]

[Newport, R.I.]

[St. Petersburg?]

When no probable city of publication can be given, give the name of the state, province, or country, or the probable state, province, or country as the place of publication in square brackets, with a question mark if necessary.

[Canada]

[Surrey?]

[Prussia?]

If, when supplying a place of publication, the reason for supplying the place is not apparent from the rest of the description, give in a note the source of such information.

Note: Place of publication suggested by Alden

When no place or probable place can be supplied, give the abbreviation "s.l." (sine loco), in square brackets.

[S.l.]

4B13. When the name of the place of publication appears in more than one language or script, give the statement in the language or script of the title proper, or if this criterion does not apply, give the statement that appears first. Give the parallel statement in a note, if desired.

#### 4C. Publisher statement

4C1. The publisher statement may include the name(s) of the publisher(s), distributor(s), bookseller(s), and the printer(s) of the publication, together with associated information concerning places of activity and statements of printing and reprinting.

4C2. Transcribe the names of publishers, etc., in the full orthographic forms and grammatical case (with necessary preceding words and phrases) in which they appear in the publication.

Qualifications, such as "printer to the King," and addresses are generally omitted. However, addresses may be given if they aid in identifying or dating the publication. Insignificant information in the middle or at the end of the publisher statement may be omitted. Indicate all omissions by the mark of omission.

If the name of the printer appears on the title page, with or without other publisher statements, record it as, or as part of, the publisher statement. If the address or sign of the printer appears on the title page without the name of the printer, record it also as, or as part of, the publisher statement, applying 4C4 when the name of the printer is known.

: Printed for J. Warner  
: Chez Testu, imprimeur-libraire  
: J. Grundy, printer  
: Printed, and re-printed by E. Waters  
: Par Ian de Tournes pour Antoine Vincent  
: Impressit Gaspar Philippus pro Ioanne Paruo  
: Printed by John Baskerville for R. and J. Dodsley  
: Printed by Isaiah Thomas : Sold by him in Worcester, and  
by said Thomas and Andrews in Boston  
: Ex officina Ascensiana : Impendio Joannis Parvi  
Imprinted at London : ... By Richard Tottel  
(Title page reads: Imprinted at London in Fleetstreete within  
Temple Barre at the signe of the Hand and Starre, by Richard  
Tottel)  
Impressum fuit hoc opus Venetiis : Per Ioannem  
Baptistam Sessa  
: Printed for the author and sold by J. Roberts  
: Printed for the editor, and sold by him

4C3. Transcribe a place of publication appearing in the text of the publisher statement as part of the publisher statement if it is also recorded in square brackets as the first element of the publication, etc., area (cf. 4B8).



[London] : Sold by T. Richardson in London  
[Breslau] : Bey Caspar Closemann, Buchhandlern in Bresslaw  
zubefinden  
[London] : Philadelphia printed, London reprinted for C. Dilly

4C4. When only the address or sign of the publisher is given on the title page, record the name of the publisher in square brackets, if known, either before or after the address or sign, as appropriate, and give the source of this information in a note.

: [Costard] Rue Saint-Jean-de-Beauvais, la premiere porte cochere  
au dessus du College  
Note: Costard listed as printer in Querard, J.M. La France littéraire  
: Prostant in Coemeterio D. Pauli [apud Abelem Swalle]  
Note: Name appears on verso of t. p.

4C5. When the information given in the publication is known to be fictitious or incorrect, add a correction in square brackets and give the basis for the correction in a note. If, however, the entire imprint is fictitious or incorrect, apply 4A3.

: Printed for L.G. [i.e. Thomas Ruddiman]

4C6. If there is more than one statement relating to publishers, generally record them all in the order in which they appear. If because of number or an assessment of bibliographic significance, a statement subsequent to the first is omitted, give in square brackets a phrase in English indicating the extent of the omission.

: Printed for J. Newbery, T. Becket, T. Davies, W. Jackson, in  
Oxford, and A. Kincaid, and Company, in Edinburgh  
: Chez Claude Barbin [and 2 others]

Separate the parts of a complex publisher statement only if they are presented separately in the publication (i.e., on different pages or on the same page and not linked by connecting words or phrases).

A Orléans : Chez Couret de Villeneuve ; Se trouve à Paris :  
Chez Nyon aîné [and 5 others]  
Note: Second imprint from colophon

[Pest] : Prostant Pestini apud Authovem et Mauss  
Bibliopolam ; Budae : Typis Leopoldi Francisci Landerer

4C7. When in a publication issued in more than one physical part, the name or form of name of the publisher changes in the course of publication, give the publisher statement of the later part(s) in a note.

: G.J. Göschen'sche Verlagsbuchhandlung  
Note: Vols. 8-10 have variant publisher statement: Verlag  
von G.J. Göschen

4C8. Enclose the name of the publisher in square brackets if it is inferred from a device, even if the device includes the publisher's initials or spelled-out name. Give a note to support the inference and cite a source of verification if necessary.

4C9. When no name, address, or device of a publisher appears in the publication, supply the name of the publisher (in square brackets) if known. When the responsibility of a publisher for a particular publication is uncertain or speculative, either add a question mark to any supplied name or give the information in a note. In any case of a supplied publisher, give supporting evidence in the note area.

4C10. When no name can be given as that of the publisher, supply the abbreviation "s.n." (sine nomine) in square brackets.

Paris : [s.n.]  
[S.l. : s.n.]

4C11. When the name of the publisher does not appear in the publication's imprint, but has already been recorded as part of another area, repeat it in the shortest convenient form within square brackets.

[Paris : Philippe Pigouchet, pour  
Symon Vostre, 25 Apr. 1500]  
(Philippe Pigouchet's device on title page. Title reads: Ces  
presentes heures a lusaige de Paris ... furet acheuees lan mil cinq.  
ces le xxv iour dapuril pour Symon Vostre, libraire ...)

When a statement of publication is taken from the imprint, however, do not abridge or expand it because of its repetition or omission respectively of information relating to an author as publisher.

4C12. When the name of the publisher appears in more than one language or script, give the statement in the language or script of the title proper, or if this criterion does not apply, give the statement that appears first. Give parallel statements in a note, if desired.

4C13. If a statement of printing from the title page has been recorded as the second element of the publication, etc., area, and a separate publisher or distributor statement appears in a source other than the title page (or is found in a reference work), record the publisher or distributor statement along with any accompanying place of publication in the note area.

If a publisher statement and a printer statement appear in separate sources, neither of which is the title page, record the publisher statement as the second element of the publication, etc., area and give the printer statement in a note.

#### 4D. Date of publication

4D1. Give the date of publication or printing, including the day and month, as found in the publication. Change roman numerals indicating the year to



arabic numerals unless they are erroneous or misprinted (see 4D5 below). Omit words and phrases such as "printed in the year" and "anno" 5/.

Optionally, if it is considered important to retain in the catalog record the exact wording of imprint information, transcribe the date of publication, including dates appearing as roman numerals, and any associated words or phrases as they appear in the publication. When the date transcribed is in roman numerals, give the date in arabic numerals in square brackets directly following the form in roman numerals.

When the date of publication or printing appears in the publication within the place or publisher statement, omit it from the place or publisher statement and record it as the date element of the publication, etc., area. Indicate its omission with the mark of omission. If, however, the date is inseparably linked to the place or publisher statement or to information in another area according to one or more of the conditions enumerated in 1B1, record it with the element to which it is linked and repeat it in square brackets as the date element of the area.

Optionally, if it is considered important to retain in the catalog record the original order of imprint elements, record the date in the order in which it appears in the publication, repeating it in square brackets as the date element of the area whenever it has been recorded as part of the place or publisher statements.

If the date of publication appears only in the form of a chronogram, give the date in arabic numerals enclosed in square brackets in the publication, etc., area and record the chronogram in the note area, if desired.

With proclamations, carrier's addresses, etc., a date at the head or at the end of the text is not necessarily the date of publication. Whenever such a date does not clearly represent the date of publication, either transcribe it as part of the title and statement of responsibility area or give it in a note.

, 1605  
, 7th July 1766  
, 1732, reprinted 1734  
, 1614  
(On publication: Anno gratiae MDCXIV)  
, an 7, 1798  
(On publication: An VII, 1798)  
, [1740]  
Note: Date of publication derived from chronogram: Ipso anno  
tertIo saeCVLarI typographIae DIVIno aVXILIo a gerManIs InVentae  
, [1814?]  
Note: At head of title: December 25, 1814  
(Date at head of title is the date of the proclamation, not the date  
of publication)

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5/ However, an imprint such as "London printed, in the year 1742" would be transcribed: London printed : [s.n.], 1742. Cf. 4B2.



4D2. When dates are transcribed that are not of the Christian era or are in terms other than those of the calendar month, add the equivalent date(s) in modern chronology in square brackets, if necessary. In rendering roman dates, give the month and day according to the modern system. When adding dates in modern chronology, use the sequence: day, month, year.

, Prid. Kal. Dec. [30 Nov.] 1488  
, Id. Mart. 1502 [15 Mar. 1503]  
, Die visitationis Beatae Virginis Mariae [2 July] 1497  
, Die natalis Christi [25 Dec.] 1498

4D3. When the year of publication transcribed is based on a calendar in which the year does not begin on January 1 and the publication is known to have been published in the following year according to the modern calendar, add the later year as a correction in square brackets. Do not amend Julian calendar dates.

, Id. Mart. 1502 [15 Mar. 1503]  
(Not 25 Mar. 1503)

4D4. During the period of transition to commencement of the year on January 1, two consecutive years may appear as the publication date. In such cases, record both dates, separated by a slash, and add the date according to the modern calendar as a correction in square brackets.

, 1690/1 [i.e. 1691]  
, 1690/1691 [i.e. 1691]

4D5. When the year of publication or printing is known to be fictitious or incorrect, or has been misprinted, record it as given and add a correction in square brackets.

, DMLII [i.e. 1552]  
, 1703 [i.e. 1730]

If the statement of the date on the publication is very long, formalize it in square brackets. In such cases, make a note indicating the source and the original form of the statement.

, [18 May 1507]  
(On publication: Anno gratiae millesimo quingentesimo septimo die vero decimoctavo Maij.)  
Note: Date expressed in Latin words on t.p.

4D6. If a date of printing from the title page has been recorded as the date element of the publication, etc., and a differing date of publication appears in a source other than the title page, record the date of publication as a correction (see 4D5). If necessary, make a note to clarify that the date added as a correction is a differing date of publication, not a corrected printing date.

4D7. Add the latest date of copyright following the publication date if it differs from the publication date 6/.

, 1967, c1965

If the date of publication is not present in the publication, use the latest date of copyright as the date element of the publication, etc., area.

, c1894

If the actual date of publication is known to differ from the date of copyright, record the date of publication in square brackets, followed by the date of copyright. Give the source of the date of publication and any needed explanation in the note area.

, [1896], c1894

4D8. When no date of publication or copyright appears in the publication, supply the date in square brackets from a reliable bibliography or reference work, if possible. Give the source of a supplied date and any needed explanation in the note area.

, [1876]

If no date of publication can be found, give a probable date or period of publication according to one of the patterns shown in the examples below. Give any needed explanation in the note area.

, [1560?]	<u>Probable date</u>
, [ca. 1580]	<u>Approximate date</u>
, [not before 1479]	<u>Terminal date</u>
, [not after 21 Aug. 1492]	<u>Terminal date</u>
, [1727 or 1728]	<u>One year or the other</u>
, [between 1711 and 1719]	<u>Use only for dates less than</u> <u>20 years apart</u>
, [167-]	<u>Decade certain</u>
, [167-?]	<u>Probable decade</u>
, [16--]	<u>Century certain</u>
, [16--?]	<u>Probable century</u>

4D9. In describing a publication consisting of volumes, parts, or fascicles published over a number of years, record the date of the first published volume,

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6/ In applying this and the following rules, use only copyright dates appearing in works published in a country after the enactment of modern uniform copyright legislation (in the U.S., since 1870). A date of copyright that precedes the enactment of such legislation may be recorded in the note area, if desired.

part, or fascicle and the last published volume, part, or fascicle and connect them by a hyphen.

, 1513-1524

When the order of publication dates does not correspond to the order of the volume numeration, record the date of each volume in a note, if desired.

, 1560-1564

Note: Vol. 1: 1561; v. 2: 1564; v. 3: 1562; v. 4: 1560

4D10. When parts of a publication have individual title pages bearing dates that differ from the date pertaining to the whole publication, record these additional dates in a note. However, if one of these dates is a more accurate reflection of the actual date of publication than the date pertaining to the whole publication, give it as a correction as instructed in 4D5.

#### 4E. Place of printing, name of printer, date of printing

4E1. If there is a statement of publication on the title page that has been recorded as the publisher statement of the publication, etc., area, and a separate printer statement appears in a source other than the title page (or is found in a reference work), record this printer statement, along with the place of printing, in the note area.

Note: On verso of t.p.: John D. Toy, printer, Baltimore

Note: Colophon reads: Paris, De l'imprimerie de la veuve Thiboust

4E2. When a date of reprinting is given in the publication and it differs from the date of publication recorded as the date element, give the date of printing in parentheses followed by the word "printing."

, 1786 (1788 printing)

When a date of reprinting differing from the date of publication is known from a source outside the publication, record it in square brackets.

, 1786 ([1788] printing)

When the actual date of reprinting is known to differ from the date of reprinting given inside the publication, give it as a correction within square brackets.

, 1786 (1798 [i.e. 1789] printing)

In all of the above cases, give in the note area the source of the date of printing and any needed explanations.

4E3. If a date of publication from the title page has been recorded as the date element of the publication, etc., area, and a differing date of printing (not reprinting) appears in a source other than the title page, record the date of printing in the note area. (N.B.: If both the statements of date of printing and publication appear on the title page, record both in the publication, etc., area.)



If the date of printing represents the actual date of publication, also record the date of printing as a correction to the date of publication (cf. 4D5).

, 1786 [i.e. 1788]

## 5. PHYSICAL DESCRIPTION AREA

### Contents:

- 5A. Preliminary rule
- 5B. Extent
- 5C. Illustration
- 5D. Size and format
- 5E. Accompanying material

### 5A. Preliminary rule

#### 5A1. Punctuation

For instructions on the use of spaces before and after prescribed punctuation, see 0E.

Begin this area with a new paragraph.

Precede an illustration statement with a colon.

Precede the size with a semicolon.

Enclose a statement of format in parentheses.

Precede a statement of accompanying material with a plus sign.

Enclose physical details of accompanying material in parentheses.

5A2. Sources of information. Take information for this area from the publication itself or from any source.

### 5B. Extent

#### PUBLICATIONS IN ONE PHYSICAL UNIT

5B1. Record the complete number of leaves, pages, or columns in a publication in accordance with the terminology suggested by the volume (or other physical unit) itself. Describe a volume with leaves numbered on both sides, or with leaves unnumbered and printed on both sides, in terms of pages. Describe a volume with leaves numbered on one side only, or with leaves unnumbered and printed on one side only, in terms of leaves. Describe a volume with more than one column to the page, the columns instead of the pages being numbered, in terms of columns. When a publication contains sequences of leaves and pages, or pages and columns, or leaves and columns, record each sequence. Describe a volume printed without numbering in terms of leaves or pages, but not of both. Generally count blank leaves or pages. Do not count possibly blank leaves wanting according to signature count and not known to exist in other copies. Do not count an errata leaf unless it is conjugate with a leaf of the publication. For the treatment of single sheet publications, see the last paragraph of this rule. For the treatment of leaves and pages of plates, see 5B10.

When it is desired to give more precise information about pagination or foliation, blank pages or leaves, or other aspects of collation, either expand the extent statement (if this can be done succinctly) by adding data within parentheses after the statement of extent, or use the note area (see 7C10).

91, [1] leaves (the last leaf blank)

vi, 744, [2] p.

Note: LC copy: Several leaves are cancels; leaves page-numbered 105-106 and 539-540 are cancellanda, with the corresponding cancellantia between p. 742 and p. 743

Always mention errata leaves (whether counted or not) in a note.

Include advertisements in the extent statement if they clearly belong to the publication. This is the case when they are included in the pagination, printed on the last pages of a final gathering, printed on a separate gathering issued within a publisher's binding, or known to be present in other copies. Always mention the advertisements, either in the statement of extent or in a note.

124 p. (p. 119-124 advertisements)

121, [3] p.

(Advertisements printed on last pages of final gathering)

Note: Advertisements on p. [1]-[3] at end

124, [8] p.

(Advertisements printed on continuously signed final gathering, or printed on a separate gathering issued within publisher's binding, or known to be present in other copies)

Note: Advertisements on p. [1]-[8] at end

For a publication in a single physical unit other than a volume (e.g., a sheet, a roll, a case, or a portfolio), use an appropriate specific material designation preceded by the arabic numeral 1. When adding a statement of pagination or foliation, place it in parentheses following the specific material designation. For a single sheet publication, add a statement of pagination based on the number of pages printed, generally not counting blanks. Describe a sheet of any size printed on both sides as "1 sheet (2 p.)" if the pages are numbered or as "1 sheet ([2] p.)" if they are unnumbered. Describe a broadside or other sheet printed on one side as "1 sheet (1 p.)" if the printed page is numbered or "1 sheet ([1] p.)" if it is unnumbered. Describe a folder as "1 folded sheet."

1 portfolio (26 leaves)

1 folded sheet ([8] p.)

(A folder with 4 pages printed on each side; see 5B3 for an example of a folder with some blank page-space)

5B2. Record the number on the last numbered page or leaf of each numbered sequence. Record arabic and roman numerals as given in the publication, and record the latter uppercase or lowercase as given. When the pages or leaves are lettered rather than numbered, record the first and last letters followed by the word or abbreviation indicating pages or leaves. Use arabic numerals to designate pages, etc., that are numbered in words or in characters other than arabic or roman.

x, 32 p., 86 leaves  
lxiiij, [1] p.  
XII, 120 leaves  
381 columns  
a-h p.

Numbered sequences should be understood to include unnumbered pages or leaves falling logically within the sequence, generally counting back from the recorded number to 1.

[2], 40 p.

(Publication is numbered 3-40 and has four unnumbered pages at the beginning)

5B3. Count unnumbered pages or leaves not included in a sequence of pagination or foliation (whether they are printed or blank) according to the terms used to describe the rest of the publication or the part of the publication with which they are associated. In ambiguous cases count them as leaves when they are all printed on one side only; otherwise generally count them as pages. For works published before 1801 (and optionally for other works) include in the count blank leaves at the beginning of the first gathering or at the end of the final gathering when they are present in a copy in hand or known to be present in other copies. Whenever such blank leaves are included in the extent statement, also either expand the extent statement or make a note to mention them (cf. 5B1). Use arabic numerals within square brackets.

[8], 328 p.

[2], 328, [6] p.

iii, [1], 88 p.

64p., [2], 16 leaves

(The unnumbered leaves introduce the following section)

64, [4] p., 16 leaves

(The unnumbered pages are not closely associated with either adjacent section and one or more are printed on a verso)

Record in the following manner unnumbered pages or leaves interrupting a numbered sequence:

200, [8], 201-232 p.

Generally, do not count blank spaces on a folder or a roll as pages.

1 folded leaf ([5] p.)

(A folder with 4 pages printed on one side and one page on the other side which is three-fourths blank. Any different arrangement might be explained in a note)

5B4. When the number of the last numbered page or leaf of a sequence is incorrect, either record the number as given in the publication and supply a correction in square brackets or record the sequences exactly to indicate the source of the error.



xiv, 823 [i.e. 328] p.  
(Page 328 wrongly numbered 823)  
252 [i.e. 264] p.  
(Numbers 221-232 repeated in pagination)  
232, 221-252 p.  
(Same numbering as in preceding example)

5B5. When the numbering within a sequence changes (e.g., from roman to arabic numerals), record each differently numbered part of the sequence.

xii, 13-176 p.  
(Publication is numbered [i]-xii, 13-176)

5B6. When the pages or leaves of a publication are numbered as part of a larger sequence (e.g., one volume of a multivolume publication) or the copy appears to be an incomplete part of a whole (see also 5B16 for incompleteness at end), record the first and the last page or leaf. Precede the numbers with the word or abbreviation indicating pages or leaves.

leaves 81-93  
p. 713-797  
p. [713]-797

5B7. When a whole volume is unpaginated or unfoliated, count the pages or leaves and record the total in arabic numerals within square brackets. Begin the count with the first page or leaf of the first gathering and end the count with the last page or leaf of the last gathering, as instructed in 5B3. Count all blank pages or leaves.

[104] p.  
[88] leaves

5B8. When a publication contains more than three sequences of similarly numbered or more than five sequences of similarly numbered and unnumbered pages or leaves, preferably record all of the sequences. If it is not practicable to record all the sequences, then employ one of the following methods:

a) Record the total number of pages or leaves followed by the words "in various pagings" or "in various foliations."

1024 p. in various pagings  
256 leaves in various foliations

b) When one of the sequences is clearly the main sequence, record the main sequence and the total number of other pages or leaves.

416 p., 98 p. in various pagings

c) Make use of the appropriate specific material designation.

1 v. (various pagings)  
1 portfolio

When one of these alternative methods is employed, optionally record all of the sequences in a note.

5B9. Describe all loose-leaf publications that are designed to receive additions as "1 v. (loose-leaf)," "2 v. (loose-leaf)," etc.

5B10. Record the number of leaves or pages of plates at the end of the sequence(s) of pagination or foliation, whether the plates are found together or distributed throughout the publication, and even when there is only one plate. Count unnumbered leaves or pages of plates without regard to the terms used to describe the rest of the publication (accordingly, leaves of plates may follow sequences of pages and pages of plates may follow sequences of leaves).

246 p., 24 leaves of plates

246 p., [12] p. of plates

(Plates are printed on rectos and versos of 6 leaves)

x, 32, 74 p., [1] leaf of plates

246 p., 38 leaves of plates, 24 p. of plates

When a volume contains a mixture of unnumbered leaves and pages of plates, record the number either in terms of leaves or of pages.

16 p., [11] leaves of plates

32 p., [22] p. of plates

5B11. Describe folded leaves as such. (Describe the leaves as found in the copy in hand, regardless of the state of other copies.)

122 folded leaves

230 p., 25 leaves of plates (some folded)

5B12. Count numbered double leaves (with fold at either top or fore-edge) as pages or as leaves according to their numbering. Count unnumbered double leaves as pages (2 printed pages per double leaf) or as leaves (1 printed page per double leaf). Always indicate the presence of double leaves in a note.

[36] p.

Note: Printed on double leaves.

[18] leaves

Note: Printed on 18 double leaves

5B13. When the paging is duplicated, as is sometimes the case with publications having parallel texts, record both pagings and make an explanatory note.

xii, 35, 35 p.

Note: Opposite pages bear duplicate numbering

5B14. When a volume has groups of pages numbered in opposite directions, as is sometimes the case with publications having texts in two languages, record the pagings of the various sections in order, starting from the title page selected for cataloging. If necessary, make a note clarifying the situation.

ix, 155, 126, x p.

Note: In English and Hebrew.

5B15. When a volume has a pagination of its own and also bears the pagination of a larger publication of which it is a part, record the paging of the individual volume in this area and record the continuous paging in a note.

328 p.

Note: Pages also numbered 501-828

5B16. When a volume or an individual sequence of pages within a volume lacks pages at its end--or an unpaginated volume or sequence lacks any pages--and the paging of a complete copy cannot be ascertained, give the paging in such form as "234+ p." and make note of the imperfection.

xxiv, 178+ p.

Note: Imperfect: all after p. 178 wanting

[8+], 237, [1] leaves

Note: Imperfect: one or more prelim. leaves (incl. t.p.) wanting

#### PUBLICATIONS IN MORE THAN ONE PHYSICAL UNIT

5B17. When a publication is issued in more than one physical unit, give the appropriate specific material designation preceded by an arabic numeral indicating the number of such units. Exclude accompanying material from the numbering (see 5E1).

3 v.

2 portfolios

6 sheets (versos blank)

When a publication has been issued in fascicles intended to be bound into one or more physical units, record the number of pages, leaves, or volumes appropriate to its final form, with a note indicating that it was issued in fascicles.

When the number of physical units in which a publication is bound differs from the number in which it was actually issued, state this fact in a note (see 7C18).

6 v.

Note: Bound in 3 v.

5B18. When the number of physical units in which a publication is actually issued differs from the numbering of the publication, state this fact in a note, unless the numbering of the publication is given in a contents note.

5 v.

Note: Vols. numbered 1, 2A, 2B, 2C, 3

5 v.

Note: The title page of the 5th vol. bears the designation "Bde 5-8"



5B19. Use the term "pieces" as the specific material designation for items of varying character (pamphlets, broadsides, clippings, maps, etc.) published, or assembled for cataloging, as a collection. If desired, itemize or describe the pieces in the note area.

ca. 6700 pieces

Note: Pamphlets, broadsides, leaflets, manuscripts, photographs, etc., issued by several different countries

5B20. When the pagination of the publication in more than one physical unit is continuous, record the pagination in parentheses after the number of units.

8 v. (894 p.)

Do not use the physical description area to record preliminary sequences unless only the first volume contains such a sequence. A complete record of sequences may be given in a note.

3 v. (xx, 804 p.)

(Preliminaries are in v. 1 only)

3 v. (804 p.)

Note: Vol. 1: xx, [1]-202; v. 2: xx, 203-512; v. 3: xxi, 513-804

5B21. When the pagination of a publication in more than one physical unit is not continuous, optionally record the pagination of each unit either in parentheses after the number of units or in a note.

2 portfolios (12, 18 leaves)

5 v. (32, 36, 48, 36, 18 p.)

3 v. (v, [1], 31, [1]; vi, 32; iii, [1], 49, [1] p.)

3 v.

Note: Vol. 1: v, [1], 31, [1] p.; v. 2: vi, 32 p.; v. 3: iii, [1], 49, [1] p.

5B22. When a publication planned in more than one physical unit has been discontinued, or appears to have been discontinued, describe the incomplete set as appropriate (i.e., give paging for a single volume or number of volumes for multiple volumes), and make an explanatory note.

2 v.

Note: No more published?

627 p.

Note: Vol. 2 was never published

## 5C. Illustration

5C1. To indicate the presence of one or more illustrations use the abbreviation "ill." Optionally, disregard minor illustrations. Do not regard tables as illustrations. Also, do not regard illustrated title pages or ornaments (head-pieces, vignettes, etc.) as illustrations. Ornaments which are considered important may be mentioned in a note (see 7C10).

8 v. : ill.

492 p. : ill.

246 p., 32 p. of plates : ill.

Optionally, add the graphic process or technique.

ill. (woodcuts)  
30 ill. (metal cuts)  
ports. (engravings)

5C2. When they are considered to be important, specify particular types of illustrations. Use in alphabetical order one or more such terms as the following: charts, coats of arms, facsimiles, forms, genealogical tables, maps, music, plans, portraits (use for single or group portraits), samples. Replace the abbreviation "ill." with these terms if the particular types are the only illustrations in the publication.

492 p. : maps

Precede these terms with "ill." if the particular types are not the only illustrations.

492 p. : ill., maps, plans

5C3. Describe colored illustrations (i.e., those in two or more colors 7/) as such.

col. ill.  
ill., col. maps, ports. (some col.)  
ill. (some col.), maps, plans

Do not describe hand-colored illustrations as colored unless there is evidence that the publication was issued with the hand-coloring. In either case, mention the hand coloring in a note.

5C4. Record the number of illustrations when their number can be easily ascertained (e.g., when the illustrations are listed and their numbers stated). Count an un-numbered illustration repeated in the publication as one rather than as two or more.

94 ill.  
ill., 8 facsim.  
1 ill., 1 map

5C5. When some or all of the illustrations appear on the lining papers, make a note of this fact.

ill., maps  
Note: The maps are on lining papers

5C6. When a publication consists entirely or mainly of illustrations, describe them as "all ill." or "chiefly ill." When the illustrations are all or chiefly of one type (see 5C2), use the name of the type instead of "ill."

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7/ Black counts as one color.

518 p. : all ill.  
518 p. : chiefly maps

5C7. Include in the illustration statement illustrations issued in a pocket attached to the publication. Indicate the location and when necessary clarify the number of illustrations in a note.

ill., 4 maps

Note: The maps are in a pocket

12 maps

Note: Four of the maps on 2 folded leaves in pocket

## 5D. Size and format

5D1. Give the height of a publication (based on the copy in hand) in centimeters exact to within one centimeter, counting a fraction of a centimeter as a full centimeter (e.g., when a publication measures 17.1 centimeters, record it as 18 cm.). When a publication measures less than 10 centimeters, give the height in millimeters.

When a publication is bound, measure the height of the binding. When the height of the publication differs by 3 centimeters or more from the height of the binding, specify both.

12 cm. bound to 20 cm.

When a publication is unbound or inserted in a library binder, measure the height of the publication itself.

For publications issued before 1801, add the bibliographical format of the publication in parentheses following the size statement, whenever the format can be determined. If desired, give the format also for later publications. Give the format in an abbreviated form (e.g., fol., 4to, 8vo, 12mo, etc.; use 1<sup>o</sup>, 1/2<sup>o</sup>, 1/4<sup>o</sup>, etc., for single sheet publications or for volumes made up of unfolded sheets).

20 cm. (4to)

(A publication in quarto, measuring more than 19 centimeters but not more than 20 centimeters in height)

20 cm. (4to and 8vo)

(A publication consisting of a mixture of quarto and octavo sheets)

5D2. When the width of a volume is greater than the height or less than half the height, give the height and the width separated by a multiplication sign.

20 x 32 cm.

20 x 8 cm.

5D3. When the volumes of a multivolume set differ in height and the difference is two centimeters or less, give the largest size. When the difference is more than two centimeters, give the smallest size and the largest size separated by a hyphen.

24-28 cm.



5D4. Give both the height and the width of a single sheet issued unfolded. When a normally imposed sheet is issued in folded form, but designed to be used unfolded (e.g., with the chief part occupying a whole side of the sheet), add the dimensions of the sheet when folded.

1 sheet ; 48 x 30 cm. folded to 24 x 15 cm.

When a sheet is issued in folded form with multiple pages (excepting a normally imposed single-folded sheet), describe it as "1 folded sheet." Give the number of imposed pages (as instructed in 5B1) and give the height of the sheet when folded.

1 folded sheet (8 p.) ; 18 cm.

5D5. When a volume consists of items of varying height bound together, give the height of the binding only.

## 5E. Accompanying material

5E1. When a publication and its accompanying material are issued simultaneously (or nearly so) and are intended to be used together, record the name of the accompanying material at the end of the physical description.

272 p. : ill ; 24 cm. (8vo) + price list

Optionally, give the physical description of accompanying material in parentheses following its name.

212 p. : ill. ; 21 cm. (8vo) + 1 atlas (38 p., 19 leaves of  
col. maps ; 37 cm. (fol.))

272 p. : ill. ; 25 cm. (8vo) + 1 map (col. ; 65 x 40 cm.)

Alternatively, describe the accompanying material independently or mention it in a note (see 7C11).

5E2. When accompanying material is issued in a pocket attached to a publication, designate the location in a note. Do not treat illustrative materials in a pocket as accompanying materials (see 5C7).

## 6. SERIES AREA

Note that series statements are rare in early printed monographs and care should be taken to distinguish true series titles from other title information. When recording genuine series titles, see AACR 2.

## 7. NOTE AREA

Contents:

7A. General instructions

7B. Preliminary rule

7C. Notes

## 7A. General Instructions

Notes qualify and amplify the formal description where the rules for such description do not allow certain information to be included in the other areas. They can, therefore, deal with any aspect of the publication.

Notes, by their nature, cannot be enumerated exhaustively, but can be categorized in terms of the areas of description. In addition to notes relating to these areas there are notes relating to the description of the publication which do not correspond to any of the formalized areas of description. Occasionally it may be useful to group together notes which refer to more than one area, for instance when they are all based on one source within the work, such as a privilege statement.

If the description in the areas preceding the note area does not clearly identify the edition or issue being cataloged, make all notes necessary for unambiguous identification. When appropriate, refer to a detailed description in a standard catalog or bibliography (see 7C14 below), or use both notes and the reference to a catalog or bibliography.

Whenever transposition of title page information has taken place, a note may be made indicating that fact. In addition, a full or partial transcription of the affected title page information may be given in a note if desired, especially if important for identification of the work or if the work has commonly been listed elsewhere in catalogs or bibliographies under a differently formulated title.

Generally notes are not mandatory, but some notes are required and are so indicated. Examples of mandatory notes in the preceding rules can be found in 2A2, 2C2, 4A4, etc.

## 7B. Preliminary rule

7B1. Punctuation. Start a new paragraph for each note; end each paragraph with a period or other mark of final punctuation.

Separate introductory wording from the main content of the note by a colon-space.

7B2. Sources of information. Take data recorded in notes from any suitable source. Square brackets are required only for interpolations within quoted material.

### 7B3. Form of notes

Order of information. If data in a note correspond to data found in the title and statement of responsibility, edition, publication, physical description, or series areas, usually give the elements of the data in the order prescribed for those areas and use prescribed punctuation, substituting a period-space for a period-space-dash-space.

Translation and adaptation of a part of: Historia  
trium regum / Joannes of Hildesheim  
Originally published: Suffield, Conn. : Cooks, 1800  
Revision of: 3rd American ed. New York : Swords, 1794

Quotations. Give quotations from the publication or from other sources in quotation marks. Follow the quotation by an indication of its source, unless that source is the title page. Do not use prescribed punctuation in quotations.

"Extracted from the minutes of the Society for the Propagation of the Gospel in Foreign Parts"

"Generally considered to be by William Langland"--Oxford companion to Engl. lit.

"The principal additional music, contained in 72 pages, may be had, half bound, with or without the rules, price four shillings and ninepence"--Pref.

References. Make reference to passages in the publication, or in other sources, if these either support the cataloger's own assertions or save repetition in the catalog entry of information readily available from other sources (cf. also 7C14).

Introd. (p. xxix) refutes attribution to Petronius  
Detailed description of plates in: Abbey. Travel 23

Formal notes. Use formal notes employing an invariable introductory word or phrase or a standard verbal formula when uniformity of presentation assists in the recognition of the type of information being presented or when their use gives economy of space without loss of clarity.

Informal notes. When making informal notes, use statements that present the information as briefly as clarity, understandability, and good grammar permit.

#### 7B4. Notes citing other editions and works

Other editions. In citing another edition of the same work, give enough information to identify the edition cited.

Revision of: 2nd ed., 1753

Other works and other manifestations of the same work. In citing other works and other manifestations of the same work (other than different editions with the same title), give the title and (when appropriate) the statement(s) of responsibility. Give the citation in the form: title proper (or uniform title) / statement of responsibility. When necessary, add the edition or date of publication of the work cited. However, in citing bibliographic sources, use the pattern for references to published descriptions shown in 7C14, regardless of whether such a citation occurs in a formal "References:" note or in a general note.

Sequel to: Mémoires d'un médecin  
Adaptation of: Eduard in Schottland / A. F. F. Kotzebue



## 7C. Notes

A general outline of types of notes follows; other notes than those provided for may be made if desired. Specific applications of many of these notes are provided in the preceding sections. Make notes as called for in the following subrules, and, generally, in the order in which they are listed here. When appropriate combine two or more notes to make one note.

7C1. Nature, scope, or artistic form. Make notes on these matters unless they are apparent from the rest of the description.

An advertisement

A satire against William Pulteney

Prospectus for: Essay on criticism / by Alexander Pope. London, 1745

7C2. Language of publication, translation, or adaptation. Make notes on the language of the publication, or on the fact that it is a translation or adaptation, unless this is apparent from the rest of the description.

Parallel Iroquois and English texts

English text with Latin and French prose translations

Author's adaptation of his Latin text

Translation of: Gulliver's travels

In part a translation of: Le déserteur / M.J. Sedaine

Adaptation of: Breviarium monasticum

7C3. Source of title proper. Always make a note on the source of the title proper if it is from a substitute for the title page.

Caption title

Title from colophon

Title from incipit leaf [2]a

7C4. Variations in title. Make notes on titles borne by the publication other than the one chosen as the title proper, including descriptions of other title pages in the publication. If desired, give a romanization of the title proper. If desired, also include here partial or complete transcription of title information to show the actual wording of the title page (e.g., when data have been omitted).

Added t.p.: La naturaleza descubierta en su modo de enseñar las lenguas a los hombres ...

Spine title: Bath Road acts

Title page reads: ...

7C5. Parallel titles and other title information. Make notes on parallel titles appearing in the publication but not on the title page; also give other title information appearing in the publication but not on the title page if it is considered important. If parallel titles and other title information appearing on the title page have been omitted from the title area (e.g., because they could not be fitted into the body of the entry, or because they were very lengthy) they may be given here as notes.

Subtitle: The medicinal, culinary, cosmetic, and economic properties, cultivation, and folklore of herbs, grasses, fungi, shrubs, and trees, with all their modern scientific uses

Added t.p., with French title: Les rats

Second t.p. reads: ...

7C6. Statements of responsibility. Make notes to convey the following information:

a) variant names of persons or bodies named in statements of responsibility if these are considered important for identification;

b) statements of responsibility not recorded in the title and statement of responsibility area;

c) names of persons or bodies connected with a work, or with previous editions of it, if they have not already been named in the description.

The source of the information in the statement of responsibility area may be noted here when it has been taken from other than the title page. If it is considered desirable, note here the original position on the title page of statements of responsibility that have been transposed to the statement of responsibility area.

At head of title: [name not used in the main entry heading and with indeterminate responsibility for the work]

Also attributed to Jonathan Swift

Published anonymously. By Cotton Mather

Dedication signed: Increase Mather

Drawings by Inigo Jones

Signed at the end: A lover of truth [i.e., Archibald McKintosh]

Statement of responsibility taken from verso of t.p.

Statement of responsibility transposed from head of title

Woodcuts on leaves B2b and C5b signed: b

7C7. Edition and bibliographic history. Make notes relating to the edition being described or to the bibliographic history of the work. Give limited edition statements whenever possible, preferably in quoted form.

A reissue of the 1756 ed., without the plates

Previous ed.: Norwich, Conn. : Trumbull, 1783

Sequel to: Typee

"250 copies printed"

"Limited edition of 20 copies"

When the statement of limitation includes the unique number of the copy being cataloged, give only the statement of limitation here. Give the copy number as a copy-specific note (cf. 7C18):

Edition note: "Special edition of 200 copies on handmade paper"

Copy-specific note: LC has no. 20, signed by author

As an alternative, give the entire statement of limitation and the copy number as a copy-specific note.

7C8. Publication. Make notes on publication details that are not included in the publication area if they are considered to be important. When imprint elements have been taken from a source other than the title page, make a note specifying the source.

Published in parts  
Publication date from Evans  
Imprint from colophon  
Publisher named in privilege statement as Sulpice Sabon  
Publisher statement on cancel slip. Original publisher statement reads: Sold by G. Walsh  
Imprint judged to be false on the basis of printing of catch-words and signatures. Cf. Sayce  
No more published  
"Copyright 1784"

7C9. Signatures. Make a note giving details of the signatures of a volume, if desired. Give these details generally according to Gaskell's formula 8/, insofar as typographical facilities permit. Preface this note with the word "Signatures" and a colon.

Signatures: A<sup>4</sup> B-C<sup>4</sup> D<sup>4</sup> E-G<sup>4</sup> H<sup>2</sup>

For incunabula, it is generally desirable to give either the signatures or a reference to a standard bibliographic source such as the Gesamtkatalog der Wiegendrucke, the Catalogue of Books Printed in the XVth Century Now in the British Museum, the Catalogue général des incunables ... / M.L.C. Pellechet, etc., as set out in 7C14.

If the gatherings are signed with one of the special characters used as abbreviation marks (cf. QJ2) not within the capability of the typographical facilities available, substitute the spelled out form and enclose it in square brackets.

[rum]  
[et]  
[con]

If the gatherings are signed with other unavailable characters, substitute a descriptive term or an abbreviation for that term if a standard one exists.

[dagger]  
[fleuron]  
[par.]  
(Gathering is signed with a paragraph mark: ¶)  
[sec.]  
(Gathering is signed with a section mark: §)

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8/ Gaskell, Philip. A New Introduction to Bibliography / Philip Gaskell.  
— New York : Oxford University Press, 1972; or, Oxford : Clarendon Press, 1974. "Reprinted with corrections."



Whenever unsigned gatherings would be designated with the Greek letters pi and chi (cf. Gaskell, p. 330), substitute the roman-alphabet form.

pi  
chi

7C10. Physical description. Make notes on important physical details that are not already included in the physical description area. For incunabula routinely and for later publications optionally, give the number of columns, number of lines, and type measurements if no account is found in a bibliographical source and the printer is unidentified or has been identified from this information. Give fuller details of the illustrations if these are considered necessary. Make a note on color printing if it is an important feature. Always note color printing in incunabula.

The 1st and last leaves are blank  
24 lines; type 24G  
Woodcuts: ill., initials, publisher's and printer's devices  
Title and headings printed in red  
Volumes numbered: 1, 2A, 2B, 2C, 3  
Printed on vellum  
Printed on a quarter sheet

Details of physical description given here usually apply to all copies of an edition or issue. If copy-specific information is noted, it should be given separately as described in 7C18 below.

7C11. Accompanying material. Make notes on the location of accompanying material if appropriate. Give details of accompanying material not mentioned in the physical description area.

Folded col. map of Great Britain and Ireland in pocket of v. 1  
Accompanied by: "Star guide" (1 sheet ; 12 x 36 cm.), previously published separately in 1744  
With errata leaf ([2] p.) at end  
(The leaf does not belong to a gathering of the publication and accordingly does not figure in the statement of extent; cf. 5B1)

7C12. Series. Make notes on series data that cannot be given in the series area. If desired give information about a series in which the publication has been issued previously, about series editors, or about other title information relating to the series.

Editor of the series: ...  
Series t.p. reads: ...  
Originally issued in series: ...  
Also issued without series statement

7C13. Dissertations. If the publication being described is a dissertation or thesis presented in partial fulfillment of the requirements for an academic degree, give the designation of the thesis (using the English

word "thesis") followed by a brief statement of the degree for which the author was a candidate (e.g., M.A. or Ph. D., or, for theses to which such abbreviations do not apply, "doctoral" or "master's"), the name of the institution or faculty to which the thesis was presented, and the year in which the degree was granted.

Thesis (Ph. D.)—Harvard University, 1786

Thesis (doctoral)—Universität Tübingen, 1805

If the publication is a revision or abridgement of a thesis, state this.

Abstract of thesis (Ph. D.)—Yale University, 1795

If the publication lacks a formal thesis statement, give a bibliographic history note.

Originally presented as the author's thesis (doctoral—Heidelberg) under title: ...

7C14. References to published descriptions. Give references to published descriptions in a standard and abbreviated form, preceded by the word "References" and a colon. Generally give such references in the form: Surname, Forename Initial(s). Title Bibliography number (if appropriate), if no other briefer citation form is generally recognized. The title portion of the citation may be abridged to one or two key words if this adequately identifies the work 9/.

References: Hiler, H. Bibl. of costume

References: Gaskell, P. Baskerville 17

Give such references for all incunabula that have been described.

References: Hain 6471; GW9101; Goff D-403

References: BMC (XV cent.) II, p. 346 (IB.5874); Schramm, v. 4, p. 10, 50, and ill.

For other printed materials, record a bibliographic citation whenever the edition being cataloged is listed in one of the following sources:

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9/ The Standards Committee of the Rare Books and Manuscripts Section of ALA in cooperation with the Library of Congress is now preparing a list of standard citation forms, which, when completed, should be used in any type of note.

- Blanck, Jacob. Bibliography of American Literature ...  
— New Haven : Yale University Press, 1955-  
(Cite in the form BAL 2013)
- Bristol, Roger P. Supplement to Charles Evans' American Bibliography ... — Charlottesville : University Press of Virginia, 1970.  
(Cite in the form Bristol B1178)
- Evans, Charles. American Bibliography ... — New York : P. Smith, 1941-1959. [Etc.]  
(Cite in the form Evans 204)
- Pollard, Alfred W. and Redgrave, Gilbert R. A Short-title Catalogue ... — London : Bibliographical Society, 1969. [Etc.]  
(Cite in the form STC 204)
- Wing, Donald. Short-title Catalogue ... — New York : Index Society, 1945-1951.  
(Cited in the form Wing D204)

Cite any other list or bibliography when it would serve to distinguish an edition (or issue) from similar editions (or issues), when it would substantiate information provided by the cataloger, or when it would provide a more detailed description of the publication being cataloged.

References: Holmes, T.J. C. Mather 111  
References: Skeel, E.E. N. Webster 408

7C15. Summary. Give a brief summary of the content of the publication if desired.

7C16. Contents. Make a note of the contents of an item, either selectively or fully, if it is considered necessary to show the presence of material not implied by the rest of the description, to stress items of particular importance, or to list the contents of a collection.

Transcribe contents from the title page if they are presented there formally and have not been transcribed as part of the title and statement of responsibility area. In such cases follow the word "Contents:" with the parenthetical phrase "(from t.p.)". If a formal statement of contents is not present on the title page, take contents from the head of the parts to which they refer, or, if this is not feasible, from any contents list, etc., that is present.

If a complete listing of contents cannot be assembled by one of the above means, the cataloger may devise a contents note from any appropriate source or combination of sources.

Bibliography: p. 43-58  
Includes bibliographies  
Includes index  
"List of the author's unpublished poems": p. 151-158  
Includes: An epistle to the national meeting of Friends in Dublin / by Joseph Pike, with a special t.p.  
Contents: Love and peril / The Marquis of Lorne — To be or not to be / Mrs. Alexander — The melancholy hussar / Thomas Hardy  
Contents: (from t.p.) I. The good housewife's coat of arms — II. The spinning-wheels glory — III. The taylor disappointed of his bride — IV. The changeable world



7C17. Numbers borne by the publication. Make notes of important numbers borne by the publication other than those which can be associated with a series title.

7C18. Copy being described and library's holdings (Copy-specific notes). Make notes on any special features or imperfections of the copy being described that are considered to be important. Carefully distinguish such notes from other kinds of notes that record information valid for all copies of an edition. (For many older publications, however, it will not be readily ascertainable whether the characteristics of a single copy are in fact shared by all copies.)

Features that may be brought out here include rubrication, illumination and other hand coloring, manuscript additions, binding (if noteworthy), provenance, imperfections, and copy number (cf. 7C7).

Leaves I5-6 incorrectly bound between h3 and h4  
Imperfect: leaves 12 and 13 (b6 and c1) wanting; without the last blank leaf (S8)  
On vellum; illustrations and part of borders hand colored; with illuminated initials; rubricated in red and blue  
Contemporary doeskin over boards; clasp. Stamp: Château de La Roche, Guyon, Bibliothèque  
Blind stamped pigskin binding with initials C.S.A.S.  
Inscription on inside of front cover: Theodorinis ab Engelsberg  
Signed: Alex. Pope  
LC has no. 20, signed by author

7C19. "With" notes. If the description is of part of an item that is made up of two or more separately titled parts that are also separately paged or foliated and have separate signatures, make a note beginning "With:" and listing the other parts of the item in the order in which they appear. (When the pagination, foliation, or signatures of separately titled parts are continuous with the part being described, record these titles in a contents note as instructed in 7C16.)

For each item listed, give the title proper (or uniform title if one has been assigned), the statement of responsibility, and the entire publication, distribution, etc., area. If there are more than two works, cite all the other works in the record for the first work; in the records for succeeding works, cite only the first work.

With: The reformed school / John Drury. London : Printed for R. Wadnothe, [1650]

With: The Bostonian Ebenezer. Boston : Printed by B. Green & J. Allen, for Samuel Phillips, 1698 -- The cure of sorrow. Boston : Printed by B. Green, 1709

If desired, add at the end of the note information to distinguish works issued together (in one binding, in one paper cover, in a portfolio, etc.) from works put together subsequent to publication.

With: ... Probably bound together subsequent to publication [copy-specific]  
With: ... Bound together subsequent to publication [copy-specific]  
With: ... Issued together [universal]

If the works are too numerous to be listed in the "with" note, make an informal note such as the following:

No. 3 in a vol. with binder's title: Brownist tracts, 1599-1644.

## 8. STANDARD NUMBER AND TERMS OF AVAILABILITY AREA 10/

If the publication bears an International Standard Book Number (ISBN) or an International Standard Serial Number (ISSN), see AACR 2 for recording the number. If it bears a price or other terms of availability and was published within the last three years, also see AACR 2 for recording such data.

## 9. SUPPLEMENTARY ITEMS

Contents:

- 9A. Supplementary items described independently
- 9B. Supplementary items described dependently

9A. Describe supplementary items that are to be cataloged separately as separate items. For instructions on the recording of the title proper of supplementary items, the titles proper of which consist of two or more parts, see 1B7.

9B. Choose one of the following methods of describing supplementary items described dependently:

- 1) record the supplementary item as accompanying material (see 5E)

5 v. : ill., facsim., ports. ; 32 cm. (8vo) + 1 index (135 p. ; 32 cm. (8vo))

- 2) record minor supplementary items in the note area (see 7C11)

Accompanied by: "Star guide" (1 sheet ; 12 x 36 cm.), previously published separately in 1744

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<sup>10/</sup> The Library of Congress will not determine or record the "fingerprint" for older books in its cataloging.

## EXAMPLES

Introductory note. The following are descriptions prepared under the provisions of these rules. They should be regarded as illustrative, not prescriptive.

1. The works of the late Right Honorable Joseph Addison, Esq; : with a complete index. — Birmingham : Printed by John Baskerville, for J. and R. Tonson ... London, 1761.

4 v. : ill., port. ; 30 cm. (4to)

Vol. 1: xxv, [3], 537, [5], 415-525 (i.e. 415-537), [5] p., [4] leaves of plates; v. 2: [8], 538, [14] p.; v. 3: 579, [13] p.; v. 4: 555, [13] p. Last leaves of v. 2 and 4 blank. Page 537 of last numbered section of v. 1 misnumbered 525.

References: Gaskell, P. J. Baskerville 17.

Contents: v. 1. Preface. Poems on several occasions. Rosamond. An essay on Virgil's Georgics. Cato. The drummer, or, The haunted house. Poemata. Dialogues upon the usefulness of ancient medals — v. 2. Remarks on several parts of Italy, &c. The Tatler. The Spectator, no. 1-89 — v. 3. The Spectator, no. 90-505 — v. 4. The Spectator, no. 507-600. The guardian. The Lover. The present state of the war, and the necessity of an augmentation, considered. The Whig-examiner. The Free-holder. Of the Christian religion.

LC copy: In v. 1 leaves Zzzz2-3 incorrectly bound before Zzz1. Vol. 2 lacks the blank at the end.

2. The English hero, or, Sir Francis Drake reviv'd : being a full account of the dangerous voyages, admirable adventures, notable discoveries, and magnanimous atchievements of that valiant and renowned commander ... / revised, corrected, enlarged, reduced into chapters with contents, and beautified with pictures by R.B. — The fourth edition enlarged. — London : Printed for Nath. Crouch ..., 1695.

[4], 174, [2] p., [1] leaf of plates : ill., port. ; 15 cm. (12mo)

"R.B." stands for Nathaniel Crouch's pseudonym, Robert Burton.

First published: 1687. "The work is based upon the Sir Francis Drake revived of 1653, with additional material"—Kraus, H.P. Sir Frances Drake, 1970, p. 210, no. 45.

Signatures: A-G<sup>12</sup> H<sup>6</sup>.

References: Wing C7322



3. Gospel sonnets, or, Spiritual songs : in six parts ... / by Ralph Erskine ... — The fifth edition, with large additions and great improvements. — [Philadelphia] : London, printed, Philadelphia, re-printed and sold by B. Franklin ..., 1740.

xvi, 270, [2] p. ; 16 cm. (8vo)

The author's name appears after the edition statement.

Advertisements on p. [1]-[2] at end.

References: Evans 4506; Miller, C.W. Benjamin Franklin's Philadelphia printing 187.

Contents: (from t.p.) I. The believer's espousals — II. The believer's jointure — III. The believer's riddle — IV. The believer's lodging — V. The believer's soliloquy — VI. The believer's principles, concerning, creation and redemption, law and gospel, justification and sanctification, faith and sense, heaven and earth.

4. Anatomia uteri humani gravido tabulis illustrata / auctore Gulielmo Hunter ... = The anatomy of the human gravid uterus exhibited in figures / by William Hunter ... — Birminghamiae : Excudebat Joannes Baskerville ; Londini : Prostant apud S. Baker, T. Cadell, D. Wilson, G. Nicol, et J. Murray, 1774.

[42] p., 34 leaves of plates : ill. ; 67 cm. (1<sup>o</sup>)

Preface and descriptive letterpress in Latin and English in parallel columns.

Latin imprint precedes English title. The date in Latin imprint immediately follows "Baskerville."

English imprint reads: Printed at Birmingham by John Baskerville, 1774. Sold in London by S. Baker and G. Leigh ... T. Cadell ... D. Wilson and G. Nicol ... and J. Murray ...

For detailed description including name of artists and engravers of the plates see: Gaskell, P. J. Baskerville 56.

5. Scala spiritualis sa[n]cti Ioannis Climaci. --  
Impressu[m] in regali ciuitate Toletana : I[mpensis?]  
sui reuere[n]dissimi d[omi]ni D. Fra[n]cisci Ximenes,  
eiusde[m] ciuitatis archiep[iscop]i, [3 Jan. 1505]

[4], CL leaves ; 20 cm. (4to)

Translation by Ambrogio Traversari of Klimax tou  
Paradeisou (known as Scala Paradisi).

Imprint information from colophon, which gives  
date as: anno ... millesimoqui[n]ge[n]tesimoqui[n]to,  
die vero tertia me[n]sis Ianuarij.

Printed by P. Hagembach's anonymous successor at  
Toledo. Cf. Norton, F.J. A descriptive cat. of printing  
in Spain and Portugal, 1501-1520, no. 1042.

Woodcuts: device on t.p. (arms of the see of Toledo),  
initials.

"Vita sa[n]cti Ioa[n]nis scholastici, a Daniele  
monacho sub co[m]pe[n]dio scripta": leaves II-V.

6. A good evening for the best of dayes : an essay, to  
manage an action of trespass against those who mispend  
the Lords-Day evening in such things as have a tendency  
to defeat the good of the day : a sermon preached in the  
audience of General Assembly, at Boston, 4 d. 9 m. 1708,  
and published by the order of the House of Representatives.  
-- Boston : Printed by B. Green, 1708.

[6], 26 p. ; 16 cm. (8vo)

Caption title: The cause of the Lords-Day evening,  
pleaded.

Order of the Massachusetts House of Representatives,  
dated Nov. 5, 1708 (p. [2]) names Cotton Mather as author.

"To the reader" (p. [3]-[6]) is dated Nov. 6, 1708,  
and signed: Increase Mather.

References: Holmes, T. J. C. Mather 149.

7. Roland furieux, poeme heroique italien de l'Arioste, nouvelle édition en 4 volumes grand 8<sup>o</sup>: [prospectus].  
-- À Birmingham : Chez Jean Baskerville, 1772.

[4] p. ; 24 cm. (8vo)

Caption title.

Published (at Paris?) by "Les Frères Molini," who are named in text as publishers of the Ariosto edition.

Designated 2nd ed. in Gaskell, P. Baskerville xv.

There is evidence for a 1st ed. dated 1770 (Gaskell xiv).

Advertisements on p. [4].

8. Priuilegia clerico[rum] [et] queda[m] alia vtilia hic continentur ... -- [Augsburg] : Impressa ...  
Auguste per Iohanne[m] Froschauer, 1498.

[16] leaves (the last blank) ; 19 cm. (4to)

Imprint from colophon.

References: Hain 7381; BMC (XV cent.) II, p. 397 (IA6515); Goff F-318.

Contents: (from t.p.) Constitutio Friderici Imperatoris -- Constitutio Karoli Quarti Imperatoris que nominatur Karolina -- Constitutio Sigismundi Imperatoris que nominatur Sigismundina continentes in se priuilegia [et] immunitates clericorum -- Bonifacij Pape constitutio [per] qua[m] co[n]firmat supradicta priuilegia, a tribus Imperatoribus clericis co[n]cessa -- Item Honorius Papa constitutione[m] Friderici Imperatoris approbavit [et] confirmavit -- Iohannes Papa xxiiij eadem priuilegia co[n]firmavit -- Consiliu[m] Lateranense [et] Basiliense eadem priuilegia clericoru[m] [et] constitutiones Imperatoru[m] approbaru[n]t [et] confirmarunt -- Vtrum clerici teneantur de fundibus suis, domibus, agris [et] similibus tributa [et] exactiones dare, et an tenean[tur] ad onera personalia.



9. Pro diuo Carolo, eius nominis quinto Romanorum Imperatore inuictissimo, pio, felice, semper augusto, patrepatriae, in satisfactione[m] quidem sine talione eoru[m] quae in illum scripta, ac plera[que] etiam in uulgum aedita fuere, apologetici libri duo nuper ex Hispaniis allati cum alijs no[n]nullis, quorum catalogos ante cuius[que] exordium reperies. — [Mainz] : Excusa sunt haec apologetica scripta ... Moguntiae in aedibus Ioannis Schoeffer, Nonis Septemb. [5 Sept.] 1527.

[2], 8, [2], 9-218, [2] p. ; 19 cm. (4to)

Imprint from colophon.

Signatures: A<sup>6</sup> B-Z<sup>4</sup> a-c<sup>4</sup> d<sup>6</sup>

"Priuilegium Caroli Caesaris" dated Mar. 2, 1527.

The contents were previously published at Alcalá de Henares. Cf. Cat. de la biblioteca de Salvá, 2860-2861. The letters of Charles V actually written by Alfonso de Valdés; those of Clemens VII actually written by Jacopo Sadoletto.

Contents: Clementis VII. literae -- Responsio Caroli Caesaris Pontifici -- Secundae Pontificiis literae -- Responsio Caroli Caesaris ad secundam Pontificis epistolam -- Epistola Caroli Caesaris ad Senatum, siue Collegium Cardinalium -- Pro inuictissimo Caesare Carolo ... epistolae Franci Regis ad principes Imperij transmissae, ac apologiae Madritiae conuentionis dissuasoriae refutatio -- Nonnulla alia opuscula eòdem pertinentia.

10. Poems on several occasions / by Aquila Rose ; to which are prefixed, some other pieces writ to him, and to his memory after his decease ; collected and published by his son Joseph Rose of Philadelphia. -- Philadelphia : Printed at the New Printing-Office ...., 1740 [i.e. 1741]

56 p. ; 19 cm. (8vo)

Publication date of 1741 from announcement cited in Miller.

"A poem to the memory of Aquila Rose ... by Elias Bockett" (p. [45]-51) has special t. p.

References: Evans 4586; Miller, C.W. Benjamin Franklin's Philadelphia printing, 207.

## GLOSSARY

Introductory note. This glossary is intended to supplement the glossary in AACR 2, Appendix D. The terms included here are either lacking in AACR 2, or, though present there, require some amendment to accommodate these rules for the description of special printed materials.

Accompanying material statement. A brief description of any material accompanying the publication being described, and intended to be used with it

Avant-titre. Title information that precedes and introduces the chief title.

Bibliographic description. A set of bibliographic data recording and identifying a publication, excluding access points; i.e., the description that begins with the title proper and ends with the last note in the note area.

Broadside, broadsheet. See Single sheet publication.

Chief title. The distinguishing word or sequence of words that names a publication, as given on the title page (or substitute). This definition excludes alternative titles, parallel titles, other title information, and subsidiary title information preceding the chief title on the title page, such exclusion resulting usually in a short title.

\*Edition. All copies resulting from a single job of typographical composition.

Fingerprint. A group of characters taken from the text of the publication which, with the addition of an imprint date and an edition or impression number, may serve to identify the publication uniquely.

Folder. A sheet folded into four or more numbered or unnumbered pages so imposed that they are to be read in sequence when the sheet is unfolded. For instructions on the physical description of a folder, see 5B1 and 5D4.

Illustration. A pictorial, diagrammatic, or other graphic representation occurring within a publication.

Impression. All copies produced in the frame of one printing event; the term is synonymous with "printing."

\*Issue. A group of published copies of an impression which constitutes a consciously planned publishing unit, distinguishable from other groups of published copies of that impression by one or more differences designed expressly to identify the group as a discrete unit.

Leaf of plates. A plate in a publication that also has one or more leaves of text (whether preliminary leaves or text proper). Leaves of plates may be described in terms of pages of plates if they are numbered as pages or are unnumbered and have illustrative matter on both sides. See also Plate.

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\*The definitions marked with an asterisk have been taken from G. Thomas Tanselle's "The bibliographical concepts of issue and state," in The Papers of the Bibliographical Society of America, 69 (1975), p. 17-66.



Plate. A leaf containing illustrative matter, with or without text, which is not an integral part of a gathering. See also Leaf of plates.

Single sheet publication. A publication printed on a single or composite piece of paper, vellum, silk, birchbark, cardboard, or other material; it may be printed on one or both sides and may be bound or unbound. The content of a single sheet publication, as here defined, is predominantly textual in nature, though it may contain illustrations that are subordinate or coordinate to the text. A single sheet publication is normally intended to be read unfolded. (Cf. the definition of folder above.) For instructions on the transcription of a single sheet publication, see 1F; for instructions on the physical description, see 5B1.

\*State. A copy or a group of copies of a printed sheet or a publisher's casing which differs from other copies (within the same impression or issue) of that sheet or casing in any respect which the publisher does not wish to call to the attention of the public as representing a discrete publishing effort.

Title proper. The chief title of a publication in the form in which it appears on the title page (or substitute), along with any alternative title or any subsidiary title information appearing ahead of the chief title on the title page. This definition excludes parallel titles and other title information following the chief title as well as such elements as the following when they are not grammatically integral with the title proper: statements of responsibility, edition statements, statements pertaining to the publication, distribution, etc., of an item, series statements, prices, pious invocations, devices, announcements (including epigrams and dedications), mottoes, statements of patronage, and other information that cannot be considered part of the title of the publication.

For publications containing several individual works, the title proper is the collective title. Publications containing several individual works and lacking a collective title are considered not to have a title proper.

Variant. A copy showing any bibliographically significant difference from one or more other copies of the same edition. The term may refer to an impression, issue, or state.









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